

# BOARD OF SUPERVISORS

## Brown County



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### **PUBLIC SAFETY COMMITTEE**

Patrick Buckley, Chair  
Andy Nicholson, Vice Chair  
Megan Borchardt, Staush Gruszynski, Richard Schadewald

### **PUBLIC SAFETY COMMITTEE**

**Wednesday, June 5, 2019**

**Tour of Huber Facility @ 4:00 p.m.**

**Meeting to Follow**

**Room 200, Northern Building  
305 E. Walnut Street, Green Bay, WI**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE  
ACTION ON ANY ITEM LISTED ON THE AGENDA**

### **\*\*Please Note\*\***

**Tour of Huber Facility at 4:00 p.m.**

**For Tour, Meet in Room 200, Northern Building @ 4:00 p.m.**

**Meeting to follow after Tour**

- I. Call meeting to order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of May 1, 2019.

### **Comments from the Public.**

1. Review Minutes of:
  - a. Public Safety Communications Advisory Board (April 23, 2019).

### **Other**

2. CIP Update.

### **Public Safety Communications**

3. Budget Status Financial Report for April 2019.
4. Director's Report.

### **Emergency Management**

5. Budget Status Financial Report for April 2019.
6. Director's Report.

### **District Attorney**

7. District Attorney Report.

### **Clerk of Courts**

8. Clerk of Courts Report.

### **Circuit Courts, Commissioners, Probate**

9. Budget Status Financial Reports for March and April 2019.
10. Report re: The costs for court appointed attorneys. *May Motion: To hold for one month and ask Judge Atkinson or a designee to attend the next Public Safety Committee meeting to report.*
11. Director's Report.

### **Medical Examiner**

12. 2019 Medical Examiner Activity Spreadsheet.
13. Budget Status Financial Report for April 2019.
14. Medical Examiner's Report.

### **Sheriff**

15. Update re: Jail Addition – *Standing Item*.
16. Budget Status Financial Report for April 2019.
17. Budget Adjustment Request (19-048): Any increase in expenses with an offsetting increase in revenue.
18. Budget Adjustment Request (19-049): Any increase in expenses with an offsetting increase in revenue.
19. Sheriff's Report.

### **Communications**

20. Communication from Supervisor Buckley re: Have the District Attorney's Office be prepared to have a discussion on potential offenses that can/could be sent to Municipal Court for action. *Motion at March Meeting: To refer to Corporation Counsel to draft an ordinance regarding battery and bring back.*
21. Communication from Supervisor Buckley re: Discussion and possible action regarding adding two members of the Board of Supervisors to the Supervised Release Committee. *Motion at March Meeting: To refer to Corporation Counsel to establish a policy of notification to relevant County Board Supervisors and also look into adding Supervisors to the Supervised Release Committee.*
22. Communication from Supervisor Buckley re: Have Emergency Management give a breakdown on the East River Flood Response at the May 1<sup>st</sup> Public Safety Committee meeting. *May Motion: To refer to Emergency Management Director to bring back information regarding the 211 system to the next Public Safety Committee meeting.*
23. Communication from Supervisor DeWane re: To discuss with possible action regulations for carrying guns in to certain county buildings per Mike Shea. *May Motion: To refer to Corporation Counsel and Public Works for clarification regarding the posting at the East Branch Library and broader explanation.*
24. Communication from Supervisor Brusky re: To ensure that a smooth and dutiful integration of improved security at the Brown County Courthouse can be made, that is in compliance with Wisconsin Supreme Court Rule 68.06, that the Director of Public Works and Administration work with the Brown County Sheriff on the design, planning, financial resources and implementation of the needed improvements at the courthouse that preserve its character and aesthetics. *Referred from May County Board.*
25. Communication from Supervisor Borchardt re: To review the billing practices for campaign stops. *Referred from May County Board.*

### **Other**

26. Audit of bills.
27. Such other matters as authorized by law.
28. Adjourn.

Patrick Buckley, Chair

**PROCEEDINGS OF THE BROWN COUNTY**  
**PUBLIC SAFETY COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Public Safety Committee** was held on Wednesday, May 1, 2019 in Room 200 of the Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

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**Present:** Chair Buckley, Supervisor Schadewald, Supervisor Borchardt, Supervisor Gruszynski  
**Excused:** Supervisor Nicholson  
**Also Present:** Director of Public Safety Communications Cullen Peltier, Jail Captain Heidi Michel, Security Lieutenant Scott Brisbane, Chief Deputy Bradley Brodbeck, Supervisors Deslauriers, Lund, De Wane, Evans and Deneys, Facility Manager Jon Morehouse, Public Works Director Paul Fontecchio, Medical Examiner Director of Operations Barry Irmen, Corporation Counsel Dave Hemery, Director of Administration Chad Weininger, Deputy Executive Jeff Flynt, Emergency Management Director Jerad Preston, Clerk of Courts John Vander Leest, other interested parties and media

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**I. Call meeting to order.**

The meeting was called to order by Chair Pat Buckley at 4:00 pm.

**II. Approve/Modify Agenda.**

Motion made by Supervisor Schadewald, seconded by Supervisor Borchardt to take Items 18 & 19 after Item 1.  
Vote taken. **MOTION CARRIED UNANIMOUSLY**

**III. Approve/Modify Minutes of March 6, 2019.**

Motion made by Supervisor Borchardt, seconded by Supervisor Schadewald to approve. Vote taken.  
**MOTION CARRIED UNANIMOUSLY**

**Comments from the Public.**

-Pat John, 528 Hartung Street, Green Bay, WI

John addressed the Committee regarding recent flooding of the East River. She feels the initial response was adequate in that residents were evacuated by boat, but after that, the response was inadequate.

John made a number of calls to various agencies looking for help cleaning out basements that were full of water, but she was not able to find anyone until there were local people on the news who said they would help. There was nobody from any organizations or agencies coordinating anything and no leadership. Emergency Management and 211 came up with a little help about a week after the flooding, but by that time many people had left their homes. John continued that there seemed to be a lot of confusion among the agencies she contacted and she does not understand why there was no help available. She said Fond du Lac's 211 and their United Way did wonders for their flooding victims but the flood victims in Green Bay were treated less than human, almost like criminals.

John continued that their flood insurance is very expensive and does not cover everything so they have to pay out-of-pocket before claims are taken care of. There are still houses that are red tagged and people have not returned. She said flood insurance only covers two floods in a couple years, but that is not good enough. Nothing is being done to prevent flooding and she said there is a pump not working on Porlier and Goodell Street and there are problems with flooding in that area. ///

John said the flood victims are being treated in the same way the injured Green Bay police dog was treated in that insurance only pays for a small portion of the expenses. She feels we need to look at what needs to be done to prevent flooding. Nobody will be able to sell their homes so something needs to be done. She said putting a bucket out on Mason Street for donations would bring in enough money in six months to be able to fix everything. This is about people's lives and their memories, not all about the money. People are losing a lot of things in this flood. John feels this flooding issue needs to be prioritized and time needs to be dedicated to talk about solutions and the response. She said the Fond du Lac United Way really came through to help their people and she feels Brown County needs to learn from that. She would like something like a pump house, or a lake or a hole, but something needs to be done now. If people take another hit like they just did, they will not come back to the neighborhood. John said we need to pull together like a community should, instead of everyone being left on their own. She does not know who is in charge of things like this.

1. **Review Minutes Of:**

- a. **Criminal Justice Coordinating Board (April 9, 2019).**

**Motion made by Supervisor Schadewald, seconded by Supervisor Borchardt to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

*Although shown in the proper format here, Items 18 & 19 were taken at this time.*

**Presentation**

2. **Presentation by Venture Architects regarding Jail Expansion and Medical Examiner Schematic Design.**

Bruce Wetzel of The Concord Group was introduced to the Committee. The Concord Group is the owners' rep for Brown County for the Jail/Medical Examiner project and, as such, is responsible for project coordination as well as design and construction oversight. Jack Blume and Cory Beyer of Venture Architects were also introduced to the Committee and presented the schematic design package which sets the footprint and floor points of the buildings. Due to the security needs of these buildings, the presentation will be high level and any detailed design questions can be addressed in closed session later in the meeting. A copy of the PowerPoint presented is attached hereto.

Following the presentation, Supervisor Schadewald mentioned the flexibility in the design and asked for an explanation. It was explained that the new jail pod will have seven sub pods and each of those are usually maxed out at 10 inmates per pod. Males and females can be put next to each other, but per the requirements there cannot be sight or sound between the two and that has been built into the design. Also, each cell, with the exception of some special needs, can accommodate any type of classification.

Staffing requirements were also discussed and Schadewald asked how much different the staffing will be in the new pod. Jail Captain Heidi Michel informed with the design of a direct pod, they would need one officer in the pod 24 hours a day. This could be done with two 12 hour shifts or three 8 hour shifts. Currently there are two officers 24 hours a day. The new design would require less staffing than what is currently needed.

Schadewald asked if there will still be savings by building both facilities together. It was indicated that there will definitely be savings. Having one contractor build both buildings will result in economies of scale that will allow savings and there will also be mobilization savings.

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Supervisor Evans expressed disappointment in the presentation as it was a small standard overview. He understands the need for closed session for security reasons, but he would have liked to see more information presented in open session. Evans asked about the square footage of the projects and it was indicated that the square footage of the ME facility will be roughly 16,000 square feet and the jail portion will be roughly 28,000 square feet with mechanical space. It was noted that only about 25% of the design is done at this time so this is a very early update and thus there is not more information.

Supervisor Deslauriers asked for a ball park figure of the cost savings of doing both projects together. It was said that the cost savings to the overall project would likely be in the area of \$1 million dollars.

Evans asked for information on the configuration of the autopsy suites, coolers, etc. It was indicated that a medical examiner consultant has assisted in this, but at this point this will not be discussed further in open session.

*No action taken.*

### **Resolutions and Ordinances**

#### **3. 2018 Balanced Budget.**

Director of Administration Chad Weininger said overall the County did very well last year. The fund balance will increase by roughly \$3 million dollars, but that will offset the \$3 million dollars allocated to Green Bay Packaging.

**Motion made by Supervisor Schadewald, seconded by Supervisor Borchardt to approve and forward to Executive Committee. Vote taken. MOTION CARRIED UNANIMOUSLY**

#### **4. Resolution Amending Membership of Criminal Justice Coordinating Board.**

Weininger informed this Item also appeared on the Human Services Committee agenda and the action at that meeting was to refer back to the Criminal Justice Coordinating Board for clarification on the requirement of having a citizen member who is a mental health advocate.

**Motion made by Supervisor Schadewald, seconded by Supervisor Borchardt to refer back to Criminal Justice Coordinating Board. Vote taken. MOTION CARRIED UNANIMOUSLY**

### **Public Safety Communications**

#### **5. Director's Report.**

Director of Public Safety Communications Cullen Peltier thanked the Sheriff's Office, Green Bay Police Department and Green Bay Fire for their help in the active shooter training currently going on. He also wished to give kudos to his staff for their response during the recent flood as well as the recent presidential visit. Staffing is stable but they are down one-half an FTE, but that will likely not be filled until they are down at least one full position. Peltier concluded that they had a good turnout for the ceremony for National Telecommunicators Week and it was nice to recognize staff and give some awards for their hard work throughout the year.

**Motion made by Supervisor Schadewald, seconded by Supervisor Borchardt to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

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## Emergency Management

### 6. Director's Report.

Emergency Management Director Jerad Preston informed that his coordinator recently left and he will be recruiting to fill that position shortly. He also informed they are working with the City of De Pere to do a functional exercise on the change of Celebrate De Pere to the Brown County Fairgrounds. He concluded by saying they are about half way through the mitigation plan and the entire plan will be done by the end of the year.

Motion made by Supervisor Schadewald, seconded by Supervisor Borchardt to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Schadewald, seconded by Supervisor Borchardt to suspend the rules to take Item 20 at this time. Vote taken. MOTION CARRIED UNANIMOUSLY

*Although shown in the proper format here, Item 20 was taken at this time.*

## District Attorney

### 7. District Attorney Report.

*No report; no action taken.*

## Circuit Courts, Commissioners, Probate

### 8. Budget Status Financial Report for November 2018.

Motion made by Supervisor Schadewald, seconded by Supervisor Borchardt to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

### 9. Budget Status Financial Report for January and February 2019.

Motion made by Supervisor Borchardt, seconded by Supervisor Schadewald to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

### 10. Report re: The costs for court appointed attorneys. *Motion at March meeting: To hold for one month.*

Motion made by Supervisor Schadewald, seconded by Supervisor Borchardt to hold for one month and ask Judge Atkinson or a designee to attend the next Public Safety Committee meeting to report. Vote taken. MOTION CARRIED UNANIMOUSLY


### 11. Director's Report.

*No report; no action taken.*

## Clerk of Courts

### 12. Clerk of Courts Report.

Clerk of Courts John Vander Leest provided a written report, a copy of which is attached. He outlined the information on the report for the Committee. He talked about his visit to GBCI and informed that inmates



do not have access to CCAP, but they are able to use other court websites to get forms and filing instructions and Vander Leest said his office gets a lot of requests and communications for those things from inmates. There were also several Supreme Court Justices and Circuit Court Judges on the tour and some of them asked the inmates what could have been done differently in their lives to not end up in prison. A lot of the inmates said it went back to not having supportive, involved parents.

Vander Leest also talked about the importance of crime victims keeping their addresses updated in the Clerk's Office so restitution that is collected can be sent to them. He said there will be an increase of restitution going back to victims of about three times the normal amount through the collections with SDC. The Clerk's office sends out hundreds of checks a month for restitution, but many are returned by the Post Office. An article Vander Leest provided is attached.

*Supervisor Gruszynski arrived at 5:23 pm.*

Borchardt asked why GBCI inmates are not allowed to use CCAP. Vander Leest answered that it is a DOC policy and part of it is to protect the identity of victims. Inmates are allowed to use WICourts.gov and the self-help law center website. With regard to restitution, Borchardt asked if people do not update their addresses to protect their whereabouts and Vander Leest responded that it is mostly due to people moving and just forgetting to let the Clerk of Courts know. Several years ago he was able to forward \$13,000 to a crime victim for restitution and more recently a \$10,000 check was given to a crime victim. Vander Leest said he does whatever he can to find people to forward restitution to.

**Motion made by Supervisor Schadewald, seconded by Supervisor Borchardt to receive and place on file.  
Vote taken. MOTION CARRIED UNANIMOUSLY**

#### **Medical Examiner**

**13. 2019 Medical Examiner Activity Spreadsheet.**

Medical Examiner Director of Operations Barry Irmen reported that in 2018 they did 28% fewer autopsies than in 2016 and 2017, but 2019 seems to be back on the incline.

**Motion made by Supervisor Schadewald, seconded by Supervisor Gruszynski to receive and place on file.  
Vote taken. MOTION CARRIED UNANIMOUSLY**

**14. Medical Examiner's Report.**

**Motion made by Supervisor Gruszynski, seconded by Supervisor Schadewald to receive and place on file.  
Vote taken. MOTION CARRIED UNANIMOUSLY**

#### **Sheriff**

**15. Update re: Jail Addition – *Standing Item*.**

This matter will be discussed in closed session.

**16. Budget Adjustment Request (19-033): Any increase in expenses with an offsetting increase in revenue.** |||

This budget adjustment is to increase grant revenue and related supplies, equipment and outlay expenses to participate in a Law Enforcement Drug Trafficking Response grant through Wisconsin Department of Justice.

The grant provides for the purchase of a convert/multi-purpose vehicle and various surveillance equipment items and audio/video recording devices. There is no local match for this grant.

**Motion made by Supervisor Schadewald, seconded by Supervisor Gruszynski to approve. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

**17. Sheriff's Report.**

Chief Deputy Brad Brodbeck talked about the recent presidential visit and noted the Sheriff's Department had an incredible amount of support and cooperation from local agencies and the State Patrol.

**Motion made by Supervisor Schadewald, seconded by Supervisor Borchardt to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

**Communications**

**18. Communication from Supervisor De Wane re: To discuss with possible action regulations for carrying guns in to certain county buildings per Mike Shea. *Referred from April County Board.***

Supervisor De Wane introduced his neighbor, Mike Shea, who contacted him regarding an inconsistency in the County ordinance regarding carrying guns in certain County buildings. Shea said the East Branch Library is posted that firearms are not allowed, but that seems to be about the only County building that is posted. He uses the East Branch Library a lot so this matters to him. He does not understand why only that Library would be posted and not the others.

Public Works Director Paul Fontecchio provided a copy of the current ordinance regarding firearms, a copy of which is attached. The portion of the handout in red is something that will need to be added because the STEM building is on the UWGB campus. Fontecchio does not know why the East Branch of the Library is posted as it does not appear that it should be posted from the current ordinance. He noted that the Courthouse and Sheriff's Office are not included in the ordinance because those are covered under State Statutes. Any other buildings that are restricted should be included in the ordinance. The Library has separate maintenance staffs, but Fontecchio will check with them to find out why it is posted. He will keep the Committee advised on this and this will also be referred to Corporation Counsel to proceed with getting the STEM building added to the ordinance.

Schadewald noted that there may be some discretion when it comes to posting by the constitutional officers and this is something he would like clarified by Corporation Counsel.

Borchardt asked if there are other public spaces that the County is in charge of that would fall under State Statutes such as the Zoo or golf course. Buckley said the only areas specified in the Statutes are the Sheriff's Office and Courthouse. He explained that when concealed carry went into effect, there were extensive discussions at both the City and County level of where restrictions could and could not be put into effect. Fontecchio added that what is currently in effect seems to be working fine.

**Motion made by Supervisor Schadewald, seconded by Supervisor Borchardt to refer to Corporation Counsel and Public Works for clarification regarding the posting at the East Branch Library and broader explanation. Vote taken. MOTION CARRIED UNANIMOUSLY**

**19. Communication from Vice Chair Lund re: To have Human Services and Public Works look at how we can organize flood relief response in Brown County. *Referred from April County Board.***

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Lund said it seems like Fond du Lac County has a good blueprint on their website regarding procedures regarding flood events. He feels Brown County could work with the United Way and volunteer groups to get information on resources put together. He feels coordinating efforts at the County level and having the information on the County's website would be a big help to flood victims, especially since flooding seems to be happening more often with the way weather trends have been changing.

Buckley said Emergency Management will be discussing this a little later in the meeting. He agreed that it was frustrating for those that needed help during the flooding as well as for those who wanted to help. Schadewald said this can be received and placed on file and then addressed further under Item 20.

**Motion made by Supervisor Schadewald, seconded by Supervisor Borchardt to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

**20. Communication from Supervisor Buckley re: Have Emergency Management give a breakdown on the East River Flood Responses at the May 1 Public Safety Committee meeting. *Referred from April County Board.***

Buckley asked Emergency Management Director Jerad Preston to outline the response to the recent East River flooding. Preston provided a handout, a copy of which is attached.

Preston said the response started on a Thursday morning when the Public Works Director informed Preston that flooding was likely in the southern part of the County and asked him to do some public information to help with road closures. As roads were being closed, Emergency Management was utilizing social media and e-mails to send out the road closure notices. The flooding started out in the County and then worked its way into the municipalities. Preston was informed at 3:00 pm that GV was going to be closed from 172 to the roundabout and that is when the decision was made to activate the Emergency Operations Center. One of the first calls was to Lamers because they had 80 busses out at the time which would not be able to come back to the station so other arrangement needed to be made. As the water continued to rise, Preston worked with the Sheriff's Department, Public Works, Highway Department and Public Safety Communications to monitor the situation. The flooding was the result of a number of things including snow melt, ice jams and both the East and Fox Rivers being frozen.

As the day continued a code red message was put into effect for a Bellevue neighborhood because the water was 3 – 4 feet over the road and residents there were advised to shelter in place and were told they were not able to enter or leave their properties. The issues on GV continued and water started getting near the Sheriff's Department as well as an adjacent assisted living facility. Emergency Management was working with the assisted living facility to see what their census and plan was in case of an evacuation. The Sheriff's Department had made the decision to use the M Rap as a triage transport vehicle because it is a high tire vehicle that would be able to get into flooded areas. Water continued to rise and flooded parks in Allouez and then flowed onto the roads. As the flooding progressed into the City of Green Bay, City officials came into the Emergency Operations Center to coordinate their efforts and response on evacuating homes within the City.

Preston continued that each 211 and United Way is an independent organization that runs on their own; none of them operate the same way. Preston asked 211 to take damage reports and residents were also directed to call 211. The County also put in a request for Team Rubicon but that request was declined because they were going to Fond du Lac instead. Preston noted that Fond du Lac County EOC was never activated; the Emergency Management Director went to the City and supported them.

In the County we were about \$3.29 per person on the threshold, which gives about \$830,000 in damages across the County, but the County did not meet the threshold which is set by the federal government which is about \$950,000. That amount has to be met before the County can ask for any assistance and Preston

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noted the State came up about \$5 million dollars short and only had about \$3.5 million in damages statewide. When looking at individual assistance from the federal government, they want to see 582 homes major and destroyed, which is flooding of 6 feet or more of water in the primary living space (not the basement).

As the week progressed, Preston continued working with Wisconsin Emergency Management trying to find a volunteer agency that could carry their own liability to come in and help, but it was a real struggle because of the flooding going on in North Dakota, Iowa and Nebraska which was getting a lot of press and that is where the big volunteer organizations were going. United Methodist did send a small group to Green Bay and helped out several home owners. The Highway Department and local municipalities came up with the numbers that were submitted to Wisconsin Emergency Management, but unfortunately the numbers did not meet the threshold.

Buckley asked for explanation of the liability aspect for volunteers. Preston explained that Wisconsin Emergency Management sets liability at \$1 per person in the municipality to cover volunteers. For example, for the City of Green Bay, Wisconsin Emergency Management would be responsible for the first \$104,000 of liability. For the County, there would be \$250,000 for liability if someone got hurt.

Schadewald asked about the contact number the public should be using in these instances. Preston said that 211 is what is set up here and noted that the State is trying to standardized the procedure across the state rather than having each 211 organization operating independently. He also noted that the 211 call center in Green Bay closes at night and all calls are rerouted to other parts of the State. United Way operates 211. Schadewald asked about the connection of the County with 211. Preston said the County has a mutual agreement with 211 for them to take our damage assessment calls if we request it. Schadewald asked what County departments are involved emergency responses. Preston said Health and Human Services, ADRC, Highway Department, Sheriff's Department and Emergency Management are involved in these matters and each of these departments were involved during the flood event. A question was asked about Team Rubicon and Preston explained it is a group of veterans who volunteer to help out in any type of incident.

Preston continued that in the State of Wisconsin every disaster is managed at the lowest local level possible. Once local jurisdictions max out the resources, they go to the County for help. During the flooding here, the County's responsibility was the road closures and getting public information to the residents for the supporting jurisdictions. He was asked by Allouez and Bellevue to send out messages. When the County maxes out agencies, we go to the State of Wisconsin who then goes to FEMA when they are out of resources.

**Motion made by Supervisor Schadewald, seconded by Supervisor Borchardt to suspend the rules to allow interested parties to speak. Vote taken. MOTION CARRIED UNANIMOUSLY**

David Litton introduced himself to the Committee and informed he is the Fire Chief for the City of Green Bay as well as the Village of Allouez – Green Bay Metro Fire, and he is also the emergency manager for both entities by ordinance. Every time there is some major event going on in the City, they almost immediately interact with the County. Ultimately under state law, any declaration from the State has to go through the County. The County then intercedes and interacts with the State. With regard to the flood incident, the City of Green Bay did have members of the City at the Emergency Operations Center starting at about 9:00 pm. Around 3:00 am is when he was notified of the flooding situation starting on the East River and they proceeded accordingly.

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Litton continued that he understands the questions, concerns and angst, and stated that there is a neighborhood meeting scheduled for May 13, 2019 at 6:00 pm at Anne Sullivan School on Deckner Avenue. The City Planner has been in contact with the neighborhood association to let them know of the meeting. A full timeline and Power Point will be presented of everything that occurred and everything the City did and did not do and there will also be information presented by County agencies.

Litton also said when they started making requests for volunteer assistance, Fond du Lac had already made the same requests the day before because their flooding started a day earlier and Fond du Lac essentially garnered all of the assistance available in the State. The national organizations were focused on the flooding along the Mississippi River and into Iowa and all the way down. This involved hundreds of miles of flooding while the area affected in Green Bay was about 81 houses along the East River.

With regard to liability, Litton said there are things that both the City and County have to be aware of when volunteers are coming in. At the time of the flooding event here, there was some doubt that the appropriate insurance existed, at least on the City's part. Litton also said the last time there was flooding here was in 1990 and the area that flooded is exactly where the flood plain is designated. He understands this information does not really help anyone, but noted that the City does not control flood insurance or the rates or what they pay for claims. He acknowledged the insurance is expensive, but it is required.

Evans asked if there were any other departments that assisted Green Bay and if there was, what capacity they helped in. Besides the County organizations that were mentioned earlier, New Franken, De Pere and one other organization sent boats for rescue which occurred over a period of six hours because multiple trips had to be made as some residents did not want to go.

Buckley said he talked to people several weeks after the event and found that there were people that wanted to help out, but they did not know how to go about making connections. It seemed there was a large communication gap with the 211 system. Buckley feels Emergency Management should have played a larger part, especially in the form of communication. Litton reiterated that when you start using volunteers from the community, there are issues of liability, workers compensation and a number of other issues. As part of the after action report on this event, this issue will be addressed at the neighborhood meeting. Buckley understands the liability issue, but said there were a number of residents who were not in their houses that did not know where to turn.

Preston said the County does not have anything to do with people being allowed back in their houses; that is done by the City. Preston said as the 211 process is standardized across the State, communication should be better.

-Mickell Perry, 1504 Eliza Street, Green Bay, WI

Perry said there are many houses in her area that had a lot of damage and there are still four that are condemned. She questioned the national fundraiser for Pyro, the City of Green Bay police dog as well as a fundraiser currently going on for the large fire in De Pere recently but there was nothing set up for flood victims. She has not received anything from her flood insurance yet and has to pay for things out-of-pocket. Schadewald explained that the fundraisers she mentioned were started by private individuals; none of those would have been initiated by a government entity. Buckley understands the frustration but said the County does not get involved in fundraising.

Pat John spoke again and said she called Fond du Lac for help and they advised her that there were different branches of 211. Fond du Lac advised that they go to other counties and train them. She said local people can be volunteers if they go through training. She said we don't have to reinvent the wheel; all we need to

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do is follow what Fond du Lac is doing. John did not want to do a Go Fund Me because of the accounting process.

**Motion made by Supervisor Schadewald, seconded by Supervisor Borchardt to return to regular order of business. Vote taken. MOTION CARRIED UNANIMOUSLY**

Deslauriers agreed with Schadewald regarding the issues with the 211 system and feels there is a better way to coordinate services. He is not minimizing the flooding in Green Bay and said in his district the flooding was largely along the East River and dealt with road closures and culvert washouts. Public Works dealt with the lion's share of the work in his district and did a great job. He found the County's response in his district was appropriate and repair work that needed to be done happened in a timely manner after the emergency was over.

Preston said Brown County's 211 has been in contact with Fond du Lac since the flooding event to find out how they handled it and to learn some things. Preston reiterated that each 211 is independently operated and the County only has an MOU with them. He noted that there are counties that do not use 211 at all. 211 is only as good as the person taking the call. Buckley asked Preston to find out the procedures for counties that do not use 211.

**Motion made by Supervisor Schadewald, seconded by Supervisor Borchardt to refer to Emergency Management Director to bring back information regarding the 211 system to the next Public Safety Committee meeting. Vote taken. MOTION CARRIED UNANIMOUSLY**

21. Communication from Supervisor Deslauriers re: Whereas the Brown County Board of Supervisors has the legal authority to restore 'Protective Occupation Participant' status to Brown County Corrections Officers and, Based on the criteria established in Wisconsin Statute 40.02(48)(a), the "principal duties" of Brown County Corrections Officers "involve active law enforcement," requires "frequent exposure to a high degree of danger or peril," and also requires "a high degree of physical condition," and Based on chronic Correction Officer understaffing (that will potentially be made worse with the expansion of the Brown County jail), that it is important to the health, safety, and welfare of Corrections Officers, our inmates, and the general public to provide a stronger incentive package to attract and maintain Corrections Officers, and Based on the costs of restoring protective status when compared to the costs to recruit and train new Corrections Officers, Brown County sees the financial value of restoring protective status. That the Brown County Board of Supervisors supports restoring and funding 'Protective Status with Social Security' for Brown County Corrections Officers. *Motion at March meeting: To refer to April meeting and include a closed session on the agenda.*

*At this time, Weininger pointed out that the individuals waiting to go into closed session regarding the Jail and Medical Examiner project are being paid by the hour and asked that the closed session regarding the Jail and Medical Examiner's Office be taken at this time.*

**Motion made by Supervisor Schadewald, seconded by Supervisor Gruszynski to hold Item 21 until after Item 22 a, b and c are concluded. Vote taken. MOTION CARRIED UNANIMOUSLY**

*At this time, the Committee went into closed session on Item 22a.*

*Prior to the Committee going into closed session on Item 22d, the following took place:*

Deslauriers stated his opinion that we should not be going into closed session concerning his communication. He stated we are in the same position as we have been since 2014 and either we were doing it wrong to discuss in

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open session then or we should not go into closed session now. He wanted to know why the agenda listed a closed session for discussion of this issue and stated he was blindsided by the discussion in an earlier meeting that we could not discuss certain things about granting protective status to our corrections officers in open session. Deslauriers also mentioned the ability for a board to go into closed session in an emergency situation, even if it was not listed on the agenda.

Corporation Counsel Dave Hemery spoke about the reasons his opinion was that we should go into closed session. He stated he had been informed by the ETF there were a number of appeals on this issue. He e-mailed ETF and even though he learned one appeal had been withdrawn, there were still a number of potential appeals to deal with. Due to the legal appeals, monetary considerations, and other potential county liabilities concerning the issue of granting protective status to our employees now, he stated his opinion was that we should discuss this in closed session. Hemery stated that both the communication to give jailers protective status and the pending appeals, center on whether jailers meet the three elements necessary to receive protective status, so both the communication and the pending appeals need to be discussed in closed session. Hemery also explained the rules concerning going into closed session in an emergency and stated he would not recommend it.

Chair Buckley agreed that closed session is proper. Supervisor Gruszynski stated he understands the frustration of Deslauriers concerning this issue. Deslauriers responded that he would forego his objection about going into closed session.

#### Closed Session

- a. **Open Session:** Motion and Recorded Vote pursuant to Wis. Stats. Sec. 19.85(1) regarding convening into closed session for the following purpose: *Pursuant to Wis. Stat. § 19.85(1)(e), the Committee shall convene into closed session to deliberate or negotiate the purchasing of public properties, the investing of public funds, or the conducting of other specified public business, whenever competitive or bargaining reasons require a closed session, in particular, discussing confidential and security sensitive information, and viewing confidential and security sensitive documents, regarding the investing of public funds for the construction of the Jail expansion and of the Medical Examiner's Office.*

Motion made by Supervisor Schadewald, seconded by Supervisor Borchardt to enter into closed session.  
Roll Call Vote Taken. Ayes: Schadewald, Borchardt, Buckley, Gruszynski. **MOTION CARRIED UNANIMOUSLY**

- b. **Convene into Closed Session:** Pursuant to Wis. Stats. Sec. 19.85(1), the Committee shall convene into closed session for the following purpose: *Pursuant to Wis. Stat. § 19.85(1)(e), the Committee shall convene into closed session to deliberate or negotiate the purchasing of public properties, the investing of public funds, or the conducting of other specified public business, whenever competitive or bargaining reasons require a closed session, in particular, discussing confidential and security sensitive information, and viewing confidential and security sensitive documents, regarding the investing of public funds for the construction of the Jail expansion and of the Medical Examiner's Office.*
- c. **Reconvene in Open Session:** The Committee shall reconvene into open session for possible voting and/or other action with respect to the closed session item mentioned above.

*No action taken.*

- d. **Open Session:** Motion and Recorded Vote pursuant to Wis. Stats. Sec. 19.85(1), regarding going into closed session for the following purpose: *Pursuant to Wis. Stats. Sec. 19.85(1)(g), to confer with legal counsel regarding oral advice concerning strategy and other legal issues with respect to litigation in which Brown County is or is likely to become involved in, in particular, with respect to the over twenty appeals that are in litigation involving the issue of whether County Jailers qualify for Protective Employment Status.*

Motion made by Supervisor Borchardt, seconded by Supervisor Gruszynski to enter into closed session.  
Roll Call Vote Taken: Ayes: Schadewald, Borchardt, Gruszynski, Buckley. **MOTION CARRIED UNANIMOUSLY**

- e. **Convene into Closed Session:** Pursuant to Wis. Stats. Sec. 19.85(1), the Brown County Board of Supervisors shall convene into closed session for the following purpose: *Pursuant to Wis. Stats. Sec. 19.85(1)(g), to confer with legal counsel regarding oral advice concerning strategy and other legal issues with respect to litigation in which Brown County is or is likely to become involved in, in particular, with respect to the over twenty appeals that are in litigation involving the issue of whether County Jailers qualify for Protective Employment Status.*
- f. **Reconvene in Open Session:** The Public Safety Committee shall reconvene into open session for possible voting and/or other action with respect to the closed session item mentioned above.

*No action taken.*

**Other**

**23. Audit of bills.**

Motion made by Supervisor Schadewald, seconded by Supervisor Gruszynski to acknowledge receipt of the bills. Vote taken. **MOTION CARRIED UNANIMOUSLY**

**24. Such other matters as authorized by law.**

Supervisor Gruszynski stated his concern that our Public Safety meeting this month was held at 4:00 pm which is not in accordance with the County Board resolution that was passed concerning proper meeting times. Buckley explained the differing requests of committee members for starting times and his effort to balance those requests.

**25. Adjourn.**

Motion made by Supervisor Gruszynski, seconded by Supervisor Schadewald to adjourn at approximately 8:00 pm. Vote taken. **MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Therese Giannunzio  
Administrative Specialist

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# PROCEEDINGS OF THE BROWN COUNTY PUBLIC SAFETY COMMUNICATIONS ADVISORY BOARD



Chief Eric Dunning – Ashwaubenon PubSaf    Sheriff Todd DeLain – BC Sheriff    Director Chris Gabryszek – County Rescue  
Chief Alan Matzke – DePere Fire/Rescue    Chief Derek Beiderwieden – DePere PD    Chief Andrew Smith – Green Bay PD  
Chief David Litton – Green Bay Metro FD    Chief Randy Bani – Hobart/Lawrence PD    Chief Kurt Minten – Lawrence PD  
Chief Eric Boulanger – Oneida PD    Chief Mark Hendzel – Pulaski PD    Chief Tom Kujawa – UW-Green Bay PD  
Chief Greg Deike – Wrightstown PD

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A regular meeting was held on **April 23, 2019** at Brown County Public Safety Communications Building, Emergency Operations Center located at 3030 Curry Lane, Green Bay, WI.

I. Call to Order

The meeting was called to order by Public Safety Communications Advisory Board Chair Chief Derek Beiderwieden at 10:00 a.m.

II. Roll Call

Present:                    Chief Derek Beiderwieden, Chair  
                                 Chief Eric Dunning  
                                 Chief David Litton  
                                 Commander Paul Ebel  
                                 Chief Alan Matzke  
                                 Chief Kurt Minten  
                                 Director Chris Gabryszek

Also Present:            Cullen Peltier, Brown County Public Safety Director  
                                 Mandy Leonard, Brown County Public Safety

III. Approval/Modification of the Meeting Agenda

**Motion made by Chief Dunning, seconded by Commander Ebel to approve the April 23, 2019 agenda. Vote taken. MOTION CARRIED UNANIMOUSLY.**

IV. Communications Center Update

Director Peltier reviewed Brown County Public Safety's 2018 budget and S.M.A.R.T. goals.

Synopsis of S.M.A.R.T. goals were as follows:

1. CAD Implementation – Ongoing
2. Telestaff timekeeping system – Possible usage of Telestaff in the future. Public Safety is currently working with InTime.
3. Expand continuing education – Continuous efforts are made to send staff to continuing education courses, as well as, host continuing education courses at the center.
4. Increase staffing – Call volume remains relatively the same, even though the center seems to be busier. The volume is hard to quantify therefore the center is trying to trace high priority/high risk calls, along with radio traffic. Staffing of supervisors at 6 people is good. Continue to look at the telecommunicator position for possible increases in staff. It was noted that dispatchers currently take 11-12% of calls as overflow from the calltake positions.

5. Performance evaluations – Public Safety liked pay for performance measures. The evaluation process has become more subjective. Telecommunicator I and Telecommunication Operator positions have been combined into all Telecommunication Operators through the County's classification and compensation study.

The center is currently down one part-time position. Plan to fill the position when additional hires are needed or wait until the 2020 shift bulletin. Critical testing occurs 1-2 times per week for potential new hires to be added to the eligibility list.

Industry turnover average remains around 20%. In 2017, the center was at 14.5% and in 2018 it was at 13%. Strive to be around 12%. Chief Dunning, as well as Chief Beiderwieden, recommended PEP (Personnel Evaluation Profile) testing for potential new hires. Director Peltier will look in to this evaluation method and see if it would be beneficial for the center.

2018 was under budget by approximately \$60,000.00; software maintenance and overtime costs decreased while equipment maintenance costs stayed relatively the same.

V. CAD Update

Director Peltier continues working with administration and the County Executive on funding for the CAD project.

Technology Services voiced concerns with the Linux based system utilized for Motorola Flex (Spillman). The county may contract with a 3<sup>rd</sup> party vendor for hardware monitoring. Additional funds will be required for maintenance costs and additional equipment. The additional equipment may be utilized in more than one county department, decreasing the cost to Public Safety.

The ability to clone calls and the need for proper recommendations have been potential downfalls to the Motorola Flex product. Public Safety feels they are comfortable with the ability to use a master screen, as opposed to, cloning calls to do business. Motorola Flex likes the idea of cloning calls and may provide this as an enhancement in the future. The current way of recommending units will change. Motorola Flex can recommend based on proximity or AVL. Director Peltier plans to schedule a demo or webinar in regards to recommendations for all agencies to review to assure that each agency can make the recommendations work.

Director Peltier plans to update the County Board on the CAD project in June.

VI. Standardization Operating Procedures Update

No updates

VII. Dispatch Users Group (DUG) Update

No updates

VIII. Roundtable

None

IX. Other Matters

No other matters



X. Next Meeting

To be determined. Meetings will be held quarterly. Mandy Leonard to coordinate a quarterly date/time for future meetings.

XI. Adjourn

Motion made by Chief Dunning, seconded by Commander Paul Ebel to adjourn at 10:49 a.m. Vote taken. **MOTION CARRIED UNANIMOUSLY.**

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Chief Derek Biederwieden, Chair  
Public Safety Advisory Board

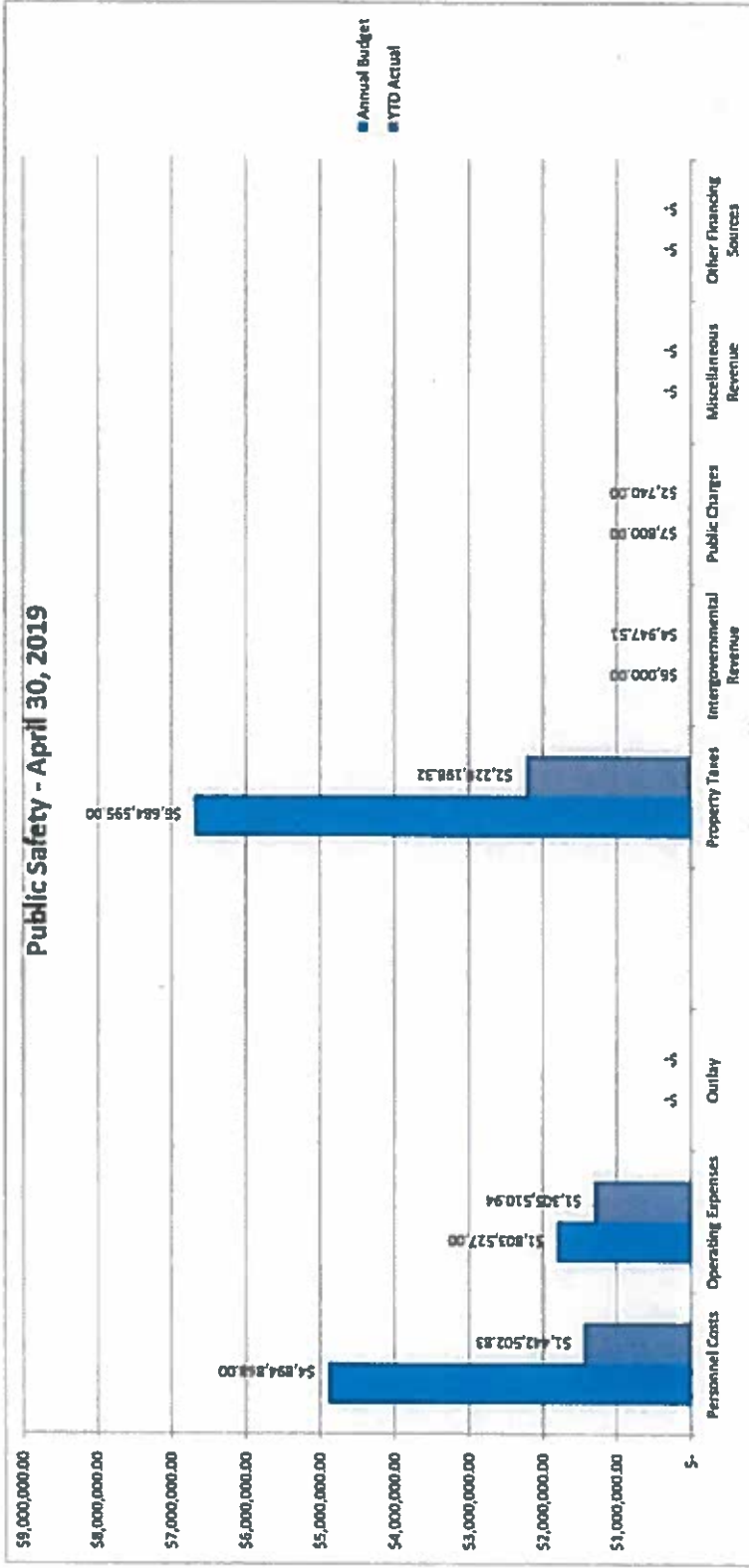
Cullen Peltier, Director  
Public Safety Communications

Blount County  
Public Safety Communications  
Budget Status Report

UNAUDITED

4/30/2019

	Annual Budget	YTD Actual
Personnel Costs	\$ 4,894,868.00	\$ 1,412,502.83
Operating Expenses	\$ 1,803,527.00	\$ 1,305,510.94
Outlay	\$ -	\$ -
Property Taxes	\$ 6,684,595.00	\$ 2,228,198.32
Intergovernmental Revenue	\$ 6,000.00	\$ 4,947.51
Public Charges	\$ 7,800.00	\$ 2,740.00
Miscellaneous Revenue	\$ -	\$ -
Other Financing Sources	\$ -	\$ -





**\*\*UNAUDITED\*\***

# Budget by Account Classification Report

Through 04/30/19  
Prior Fiscal Year Activity Included  
Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
<b>Fund 100 - General Fund</b>									
<b>REVENUE</b>									
Property Taxes	6,684,395.00	.00	6,684,395.00	557,049.58	.00	2,228,198.32	4,456,396.68	33	2,216,532.32
Intergov Revenue	6,000.00	.00	6,000.00	1,386.00	.00	4,947.51	1,052.49	82	5,945.16
Public Charges	7,800.00	.00	7,800.00	850.00	.00	2,740.00	5,060.00	35	1,440.00
Miscellaneous Revenue	.00	.00	.00	.00	.00	.00	.00	+++	500.00
Other Financing Sources	.00	.00	.00	.00	.00	.00	.00	+++	91,727.00
<b>REVENUE TOTALS</b>	<b>\$6,698,395.00</b>	<b>\$0.00</b>	<b>\$6,698,395.00</b>	<b>\$559,285.58</b>	<b>\$0.00</b>	<b>\$2,235,885.83</b>	<b>\$4,462,509.17</b>	<b>33%</b>	<b>\$2,316,144.48</b>
<b>EXPENSE</b>									
Personnel Costs	4,894,868.00	.00	4,894,868.00	381,056.86	.00	1,442,502.83	3,452,365.17	29	1,454,778.78
Operating Expenses	1,803,527.00	.00	1,803,527.00	84,771.05	25,699.37	1,305,510.94	472,316.59	74	1,280,717.49
Outlay	.00	.00	.00	.00	.00	.00	.00	+++	.00
<b>EXPENSE TOTALS</b>	<b>\$6,698,395.00</b>	<b>\$0.00</b>	<b>\$6,698,395.00</b>	<b>\$465,827.91</b>	<b>\$25,699.37</b>	<b>\$2,748,013.77</b>	<b>\$3,924,681.86</b>	<b>41%</b>	<b>\$2,735,496.27</b>
<b>Fund 100 - General Fund Totals</b>									
<b>REVENUE TOTALS</b>	<b>6,698,395.00</b>	<b>.00</b>	<b>6,698,395.00</b>	<b>559,285.58</b>	<b>.00</b>	<b>2,235,885.83</b>	<b>4,462,509.17</b>	<b>33%</b>	<b>2,316,144.48</b>
<b>EXPENSE TOTALS</b>	<b>6,698,395.00</b>	<b>.00</b>	<b>6,698,395.00</b>	<b>465,827.91</b>	<b>25,699.37</b>	<b>2,748,013.77</b>	<b>3,924,681.86</b>	<b>41%</b>	<b>2,735,496.27</b>
<b>Fund 100 - General Fund Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$93,457.67</b>	<b>(\$25,699.37)</b>	<b>(\$512,127.94)</b>	<b>\$537,827.31</b>		<b>(\$419,351.79)</b>
<b>Grand Totals</b>									
<b>REVENUE TOTALS</b>	<b>6,698,395.00</b>	<b>.00</b>	<b>6,698,395.00</b>	<b>559,285.58</b>	<b>.00</b>	<b>2,235,885.83</b>	<b>4,462,509.17</b>	<b>33%</b>	<b>2,316,144.48</b>
<b>EXPENSE TOTALS</b>	<b>6,698,395.00</b>	<b>.00</b>	<b>6,698,395.00</b>	<b>465,827.91</b>	<b>25,699.37</b>	<b>2,748,013.77</b>	<b>3,924,681.86</b>	<b>41%</b>	<b>2,735,496.27</b>
<b>Grand Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$93,457.67</b>	<b>(\$25,699.37)</b>	<b>(\$512,127.94)</b>	<b>\$537,827.31</b>		<b>(\$419,351.79)</b>

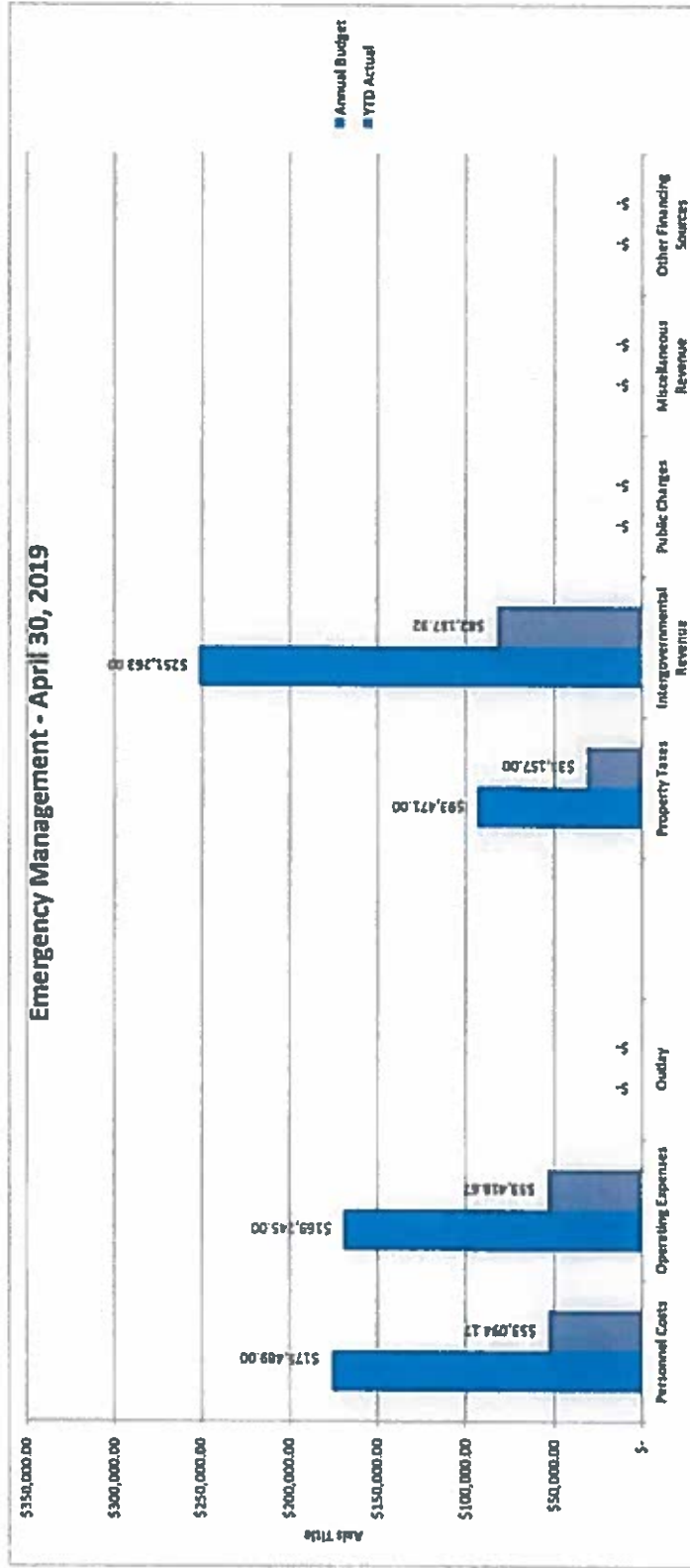
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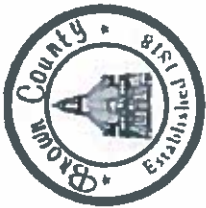
Brown County  
 Emergency Management  
 Budget Status Report

UNAUDITED

4/30/2019

	Annual Budget	YTD Actual
Personnel Costs	\$ 175,489.00	\$ 53,094.17
Operating Expenses	\$ 169,245.00	\$ 53,418.67
Outlay	\$ -	\$ -
Property Taxes	\$ 93,471.00	\$ 31,157.00
Intergovernmental Revenue	\$ 251,263.00	\$ 82,137.32
Public Charges	\$ -	\$ -
Miscellaneous Revenue	\$ -	\$ -
Other Financing Sources	\$ -	\$ -





# Budget by Account Classification Report

Through 04/30/19

Prior Fiscal Year Activity Included

Summary Listing

**\*\*UNAUDITED\*\***

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
<b>Fund 100 - General Fund</b>									
<b>REVENUE</b>									
Property Taxes	93,471.00	.00	93,471.00	7,789.25	.00	31,157.00	62,314.00	33	28,679.00
Intergov Revenue	251,263.00	.00	251,263.00	20,990.68	.00	82,137.32	169,125.68	33	79,602.83
Public Charges	.00	.00	.00	.00	.00	.00	.00	+++	.00
Miscellaneous Revenue	.00	.00	.00	.00	.00	.00	.00	+++	.00
Other Financing Sources	.00	.00	.00	.00	.00	.00	.00	+++	1,206.00
<b>REVENUE TOTALS</b>	<b>\$344,734.00</b>	<b>\$0.00</b>	<b>\$344,734.00</b>	<b>\$28,779.93</b>	<b>\$0.00</b>	<b>\$113,294.32</b>	<b>\$231,439.68</b>	<b>33%</b>	<b>\$109,487.83</b>
<b>EXPENSE</b>									
Personnel Costs	175,489.00	.00	175,489.00	13,586.28	.00	53,094.17	122,394.83	30	53,076.60
Operating Expenses	169,245.00	.00	169,245.00	11,952.75	.00	53,418.67	115,826.33	32	48,455.70
Outlay	.00	.00	.00	.00	.00	.00	.00	+++	.00
<b>EXPENSE TOTALS</b>	<b>\$344,734.00</b>	<b>\$0.00</b>	<b>\$344,734.00</b>	<b>\$25,539.03</b>	<b>\$0.00</b>	<b>\$106,512.84</b>	<b>\$238,221.16</b>	<b>31%</b>	<b>\$101,532.30</b>
<b>Fund 100 - General Fund Totals</b>									
<b>REVENUE TOTALS</b>	<b>344,734.00</b>	<b>.00</b>	<b>344,734.00</b>	<b>28,779.93</b>	<b>.00</b>	<b>113,294.32</b>	<b>231,439.68</b>	<b>33%</b>	<b>109,487.83</b>
<b>EXPENSE TOTALS</b>	<b>344,734.00</b>	<b>.00</b>	<b>344,734.00</b>	<b>25,539.03</b>	<b>.00</b>	<b>106,512.84</b>	<b>238,221.16</b>	<b>31%</b>	<b>101,532.30</b>
<b>Fund 100 - General Fund Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,240.90</b>	<b>\$0.00</b>	<b>\$6,781.48</b>	<b>(\$6,781.48)</b>		<b>\$7,955.53</b>
<b>Grand Totals</b>									
<b>REVENUE TOTALS</b>	<b>344,734.00</b>	<b>.00</b>	<b>344,734.00</b>	<b>28,779.93</b>	<b>.00</b>	<b>113,294.32</b>	<b>231,439.68</b>	<b>33%</b>	<b>109,487.83</b>
<b>EXPENSE TOTALS</b>	<b>344,734.00</b>	<b>.00</b>	<b>344,734.00</b>	<b>25,539.03</b>	<b>.00</b>	<b>106,512.84</b>	<b>238,221.16</b>	<b>31%</b>	<b>101,532.30</b>
<b>Grand Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,240.90</b>	<b>\$0.00</b>	<b>\$6,781.48</b>	<b>(\$6,781.48)</b>		<b>\$7,955.53</b>

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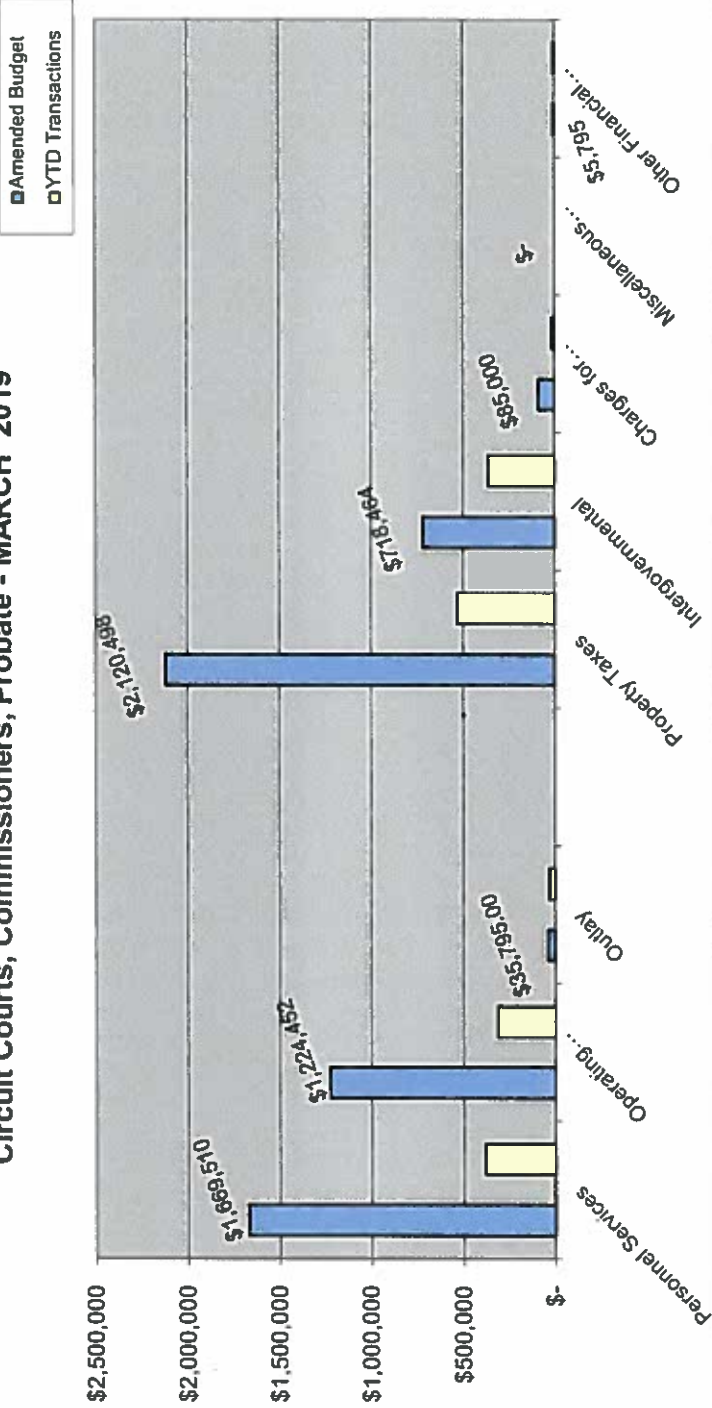
**Brown County**

**Circuit Courts 1-8, Court Commissioners, Register in Probate**

**Budget Status Report - March 2019**

	Amended Budget	YTD Transactions
Personnel Services	\$ 1,669,510	\$ 379,313
Operating Expenses	\$ 1,224,452	\$ 311,158
Outlay	\$35,795.00	\$ 31,979
Property Taxes	\$ 2,120,498	\$ 530,125
Intergovernmental	\$ 718,464	\$ 362,218
Charges for Sales & Services	\$ 85,000	\$ 13,081
Miscellaneous Revenue	\$ -	\$ -
Other Financial Sources	\$5,795	\$ 5,795

**Circuit Courts, Commissioners, Probate - MARCH 2019**





# Courts/Comm/Probate March 2019 Financials

## Unaudited

Through 03/31/19

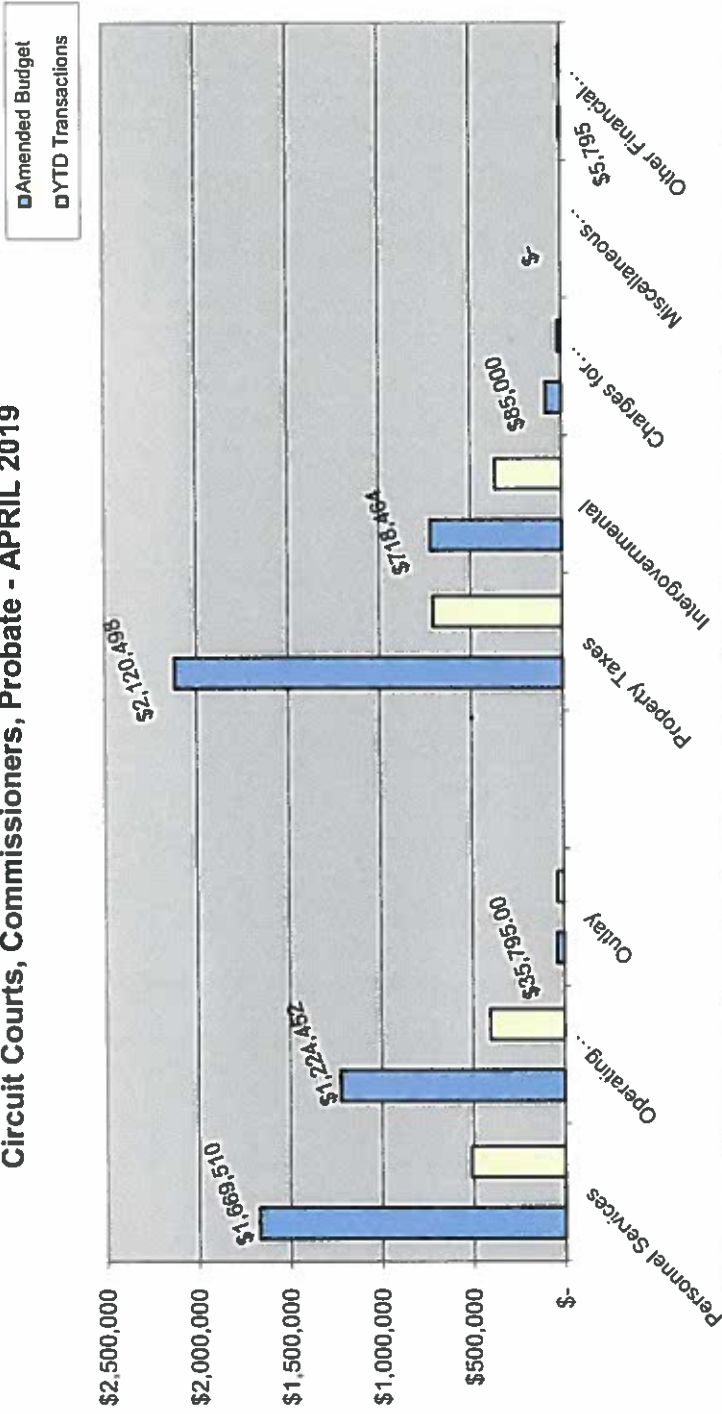
Prior Fiscal Year Activity Included

Account Classification	Fund	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd	Prior Year YTD
<b>Fund 100 - General Fund</b>										
<b>REVENUE</b>										
Property taxes		2,120,498.00	.00	2,120,498.00	176,708.17	.00	530,124.51	1,590,373.49	25	501,659.73
Intergov Revenue		718,464.00	.00	718,464.00	.00	.00	362,218.00	356,246.00	50	361,346.00
Public Charges		85,000.00	.00	85,000.00	3,726.87	.00	13,080.52	71,919.48	15	16,434.90
Miscellaneous Revenue		.00	.00	.00	.00	.00	.00	.00	+++	.00
Other Financing Sources		.00	5,795.00	5,795.00	5,795.00	.00	5,795.00	.00	100	.00
<b>REVENUE TOTALS</b>		<b>\$2,923,962.00</b>	<b>\$5,795.00</b>	<b>\$2,929,757.00</b>	<b>\$186,230.04</b>	<b>\$0.00</b>	<b>\$911,218.03</b>	<b>\$2,018,538.97</b>	<b>31%</b>	<b>\$879,440.63</b>
<b>EXPENSE</b>										
Personnel Costs		1,669,510.00	.00	1,669,510.00	121,241.97	.00	379,313.73	1,290,196.27	23	379,592.18
Operating Expenses		1,224,452.00	.00	1,224,452.00	122,812.85	.00	311,157.62	913,294.38	25	314,069.71
Outlay		30,000.00	5,795.00	35,795.00	5,650.00	.00	31,979.06	3,815.94	89	.00
<b>EXPENSE TOTALS</b>		<b>\$2,923,962.00</b>	<b>\$5,795.00</b>	<b>\$2,929,757.00</b>	<b>\$249,704.82</b>	<b>\$0.00</b>	<b>\$722,450.41</b>	<b>\$2,207,306.59</b>	<b>25%</b>	<b>\$693,661.89</b>
<b>Fund 100 - General Fund Totals</b>										
<b>REVENUE TOTALS</b>		<b>2,923,962.00</b>	<b>5,795.00</b>	<b>2,929,757.00</b>	<b>186,230.04</b>	<b>.00</b>	<b>911,218.03</b>	<b>2,018,538.97</b>	<b>31%</b>	<b>879,440.63</b>
<b>EXPENSE TOTALS</b>		<b>2,923,962.00</b>	<b>5,795.00</b>	<b>2,929,757.00</b>	<b>249,704.82</b>	<b>.00</b>	<b>722,450.41</b>	<b>2,207,306.59</b>	<b>25%</b>	<b>693,661.89</b>
<b>Grand Totals</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$63,474.78)</b>	<b>\$0.00</b>	<b>\$188,767.62</b>	<b>(\$188,767.62)</b>		<b>\$185,778.74</b>
<b>Fund 100 - General Fund Totals</b>										
<b>REVENUE TOTALS</b>		<b>2,923,962.00</b>	<b>5,795.00</b>	<b>2,929,757.00</b>	<b>186,230.04</b>	<b>.00</b>	<b>911,218.03</b>	<b>2,018,538.97</b>	<b>31%</b>	<b>879,440.63</b>
<b>EXPENSE TOTALS</b>		<b>2,923,962.00</b>	<b>5,795.00</b>	<b>2,929,757.00</b>	<b>249,704.82</b>	<b>.00</b>	<b>722,450.41</b>	<b>2,207,306.59</b>	<b>25%</b>	<b>693,661.89</b>
<b>Grand Totals</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$63,474.78)</b>	<b>\$0.00</b>	<b>\$188,767.62</b>	<b>(\$188,767.62)</b>		<b>\$185,778.74</b>

**Brown County**  
**Circuit Courts 1-8, Court Commissioners, Register in Probate**  
**Budget Status Report - April 2019**

	Amended Budget	YTD Transactions
Personnel Services	\$ 1,669,510	\$ 511,387
Operating Expenses	\$ 1,224,452	\$ 404,238
Outlay	\$35,795.00	\$ 31,979
Property Taxes	\$ 2,120,498	\$ 706,833
Intergovernmental	\$ 718,464	\$ 362,218
Charges for Sales & Services	\$ 85,000	\$ 17,558
Miscellaneous Revenue	\$ -	\$ -
Other Financial Sources	\$5,795	\$ 5,795

**Circuit Courts, Commissioners, Probate - APRIL 2019**







# Courts/Comm/Probate April 2019 Financials

## Unaudited

Through 04/30/19

Prior Fiscal Year Activity Included

Account Classification									
Fund 100 - General Fund									
	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD	Transactions	Budget - YTD	% Used/
									Rec'd
									Prior Year YTD
<b>REVENUE</b>									
Property taxes	2,120,498.00	.00	2,120,498.00	176,708.17	.00	.00	706,832.68	1,413,665.32	33
Intergov Revenue	718,464.00	.00	718,464.00	.00	.00	.00	362,218.00	356,246.00	50
Public Charges	85,000.00	.00	85,000.00	4,477.28	.00	.00	17,557.80	67,442.20	21
Miscellaneous Revenue	.00	.00	.00	.00	.00	.00	.00	.00	+++
Other Financing Sources	.00	5,795.00	5,795.00	.00	.00	.00	5,795.00	.00	100
<b>REVENUE TOTALS</b>	<b>\$2,923,962.00</b>	<b>\$5,795.00</b>	<b>\$2,929,757.00</b>	<b>\$181,185.45</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,092,403.48</b>	<b>\$1,837,353.52</b>	<b>37%</b>
<b>EXPENSE</b>									
Personnel Costs	1,669,510.00	.00	1,669,510.00	132,073.63	.00	.00	511,387.36	1,158,122.64	31
Operating Expenses	1,224,452.00	.00	1,224,452.00	93,080.46	.00	.00	404,238.08	820,213.92	33
Outlay	30,000.00	5,795.00	35,795.00	.00	.00	.00	31,979.06	3,815.94	89
<b>EXPENSE TOTALS</b>	<b>\$2,923,962.00</b>	<b>\$5,795.00</b>	<b>\$2,929,757.00</b>	<b>\$225,154.09</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$947,604.50</b>	<b>\$1,982,152.50</b>	<b>32%</b>
<b>Fund 100 - General Fund Totals</b>	<b>\$2,923,962.00</b>	<b>\$5,795.00</b>	<b>\$2,929,757.00</b>	<b>\$181,185.45</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,092,403.48</b>	<b>\$1,837,353.52</b>	<b>37%</b>
<b>REVENUE TOTALS</b>	<b>2,923,962.00</b>	<b>5,795.00</b>	<b>2,929,757.00</b>	<b>181,185.45</b>	<b>.00</b>	<b>.00</b>	<b>1,092,403.48</b>	<b>1,837,353.52</b>	<b>37%</b>
<b>EXPENSE TOTALS</b>	<b>2,923,962.00</b>	<b>5,795.00</b>	<b>2,929,757.00</b>	<b>225,154.09</b>	<b>.00</b>	<b>.00</b>	<b>947,604.50</b>	<b>1,982,152.50</b>	<b>32%</b>
<b>Fund 100 - General Fund Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$43,968.64)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$144,798.98</b>	<b>(\$144,798.98)</b>	<b>\$144,012.19</b>
<b>Grand Totals</b>									
<b>REVENUE TOTALS</b>	<b>2,923,962.00</b>	<b>5,795.00</b>	<b>2,929,757.00</b>	<b>181,185.45</b>	<b>.00</b>	<b>.00</b>	<b>1,092,403.48</b>	<b>1,837,353.52</b>	<b>37%</b>
<b>EXPENSE TOTALS</b>	<b>2,923,962.00</b>	<b>5,795.00</b>	<b>2,929,757.00</b>	<b>225,154.09</b>	<b>.00</b>	<b>.00</b>	<b>947,604.50</b>	<b>1,982,152.50</b>	<b>32%</b>
<b>Grand Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$43,968.64)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$144,798.98</b>	<b>(\$144,798.98)</b>	<b>\$144,012.19</b>

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2019 Brown County Medical Examiner Activity Spreadsheet

	Investigations	Autopsy	External	Cremations	Suicides	Homicides	MVA	Other Acc (Fall/OD)	Off Road Acc	Natural	Undet	Pending
January	63	14	0	122	1	1	1	7	0	42	0	8
February	75	15	0	131	2	2	0	10	0	45	0	10
March	54	13	0	110	1	0	1	7	0	35	1	7
April	57	15	0	131	4	0	1	12	0	30	0	8
May (through 05/24/19)	44	8	0	49	0	0	0	5	0	26	0	9
June												
July												
August												
September												
October												
November												
December												
Totals	293	65	0	543	8	3	3	41	0	178	1	42

Previous Years	Investigations	Autopsy	External	Cremations	Suicides	Homicides	MVA	Other Acc	Off Road MVA	Natural	Undet	Pending
End of April 2018	282	51	3	593	10	0	3	34	0	157	0	26
End of April 2017	320	74	3	517	14	1	9	33	0	177	0	30

**BUDGET STATUS REPORT**

**Brown County  
Medical Examiner  
Budget Status Report**

	Amended Annual Budget	YTD Actual	% Used Received
Personnel Costs	357,461	99,128	27.7%
Operating Expenses	956,431	75,255	7.9%
Property Taxes	555,010	185,003	33.3%
Intergovernmental Revenue	316,882	68,384	21.6%
Public Charges	442,000	194,380	44.0%

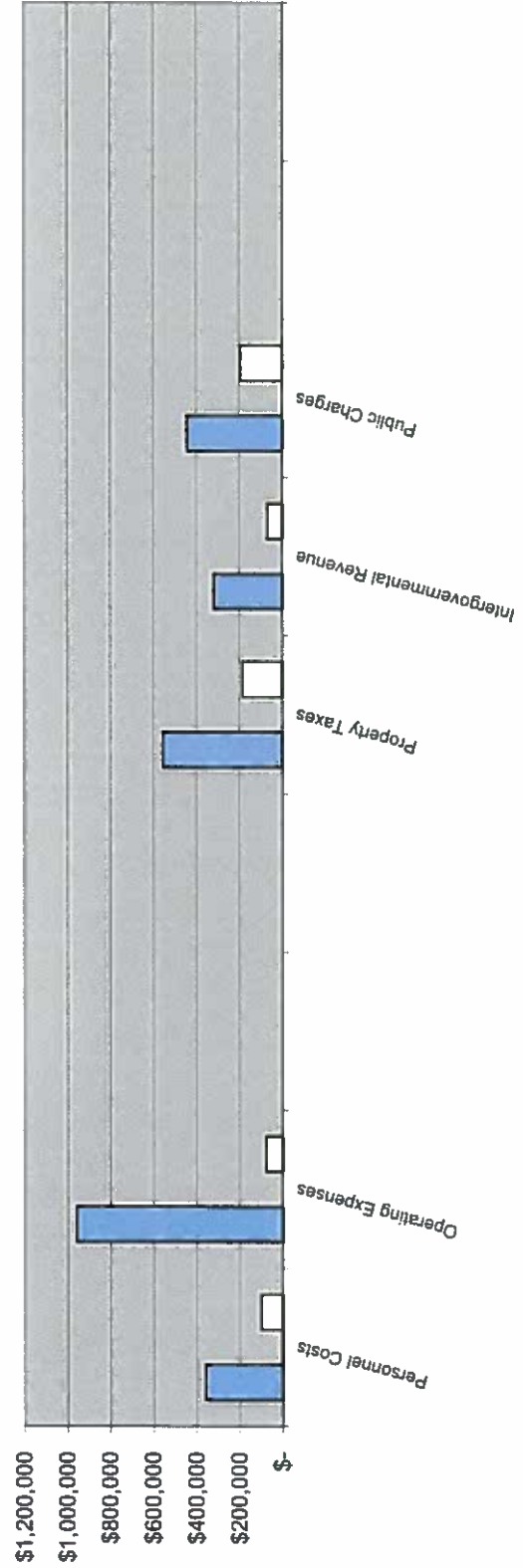
**HIGHLIGHTS:**

Expenses:

Revenues:

**Medical Examiner - April 2019 (Unaudited)**

■ Amended Annual Budget  
□ YTD Actual





# Budget by Account Classification Report

Through 04/30/19  
Prior Fiscal Year Activity Included  
Summary Listing

Account Classification	Fund 100 - General Fund								
	Budget	Amendments	Budget	Transactions	Encumbrances	Transactions	Transactions	Rec'd	Prior Year Total
REVENUE									
Property taxes	555,010.00	.00	555,010.00	46,250.83	.00	185,003.32	370,006.68	33	547,691.00
Intergov Revenue	316,882.00	.00	316,882.00	17,096.00	.00	68,384.00	248,498.00	22	205,152.00
Public Charges	442,000.00	.00	442,000.00	52,135.00	.00	194,379.56	247,620.44	44	552,105.10
Miscellaneous Revenue	.00	.00	.00	.00	.00	.00	.00	+++	39,183.00
Other Financing Sources	.00	4,000.00	4,000.00	.00	.00	4,000.00	.00	100	47,248.00
REVENUE TOTALS	\$1,313,892.00	\$4,000.00	\$1,317,892.00	\$115,481.83	\$0.00	\$451,766.88	\$866,125.12	34%	\$1,391,379.10
EXPENSE									
Personnel Costs	357,461.00	.00	357,461.00	23,312.68	.00	99,127.76	258,333.24	28	383,474.38
Operating Expenses	956,431.00	4,000.00	960,431.00	13,869.24	.00	75,255.08	885,175.92	8	768,406.33
Outlay	.00	.00	.00	.00	.00	.00	.00	+++	39,067.14
EXPENSE TOTALS	\$1,313,892.00	\$4,000.00	\$1,317,892.00	\$37,181.92	\$0.00	\$174,382.84	\$1,143,509.16	13%	\$1,190,947.85
Fund 100 - General Fund Totals									
REVENUE TOTALS	1,313,892.00	4,000.00	1,317,892.00	115,481.83	.00	451,766.88	866,125.12	34%	1,391,379.10
EXPENSE TOTALS	1,313,892.00	4,000.00	1,317,892.00	37,181.92	.00	174,382.84	1,143,509.16	13%	1,190,947.85
Fund 100 - General Fund Totals	\$0.00	\$0.00	\$0.00	\$78,299.91	\$0.00	\$277,384.04	(\$277,384.04)		\$200,431.25
Grand Totals									
REVENUE TOTALS	1,313,892.00	4,000.00	1,317,892.00	115,481.83	.00	451,766.88	866,125.12	34%	1,391,379.10
EXPENSE TOTALS	1,313,892.00	4,000.00	1,317,892.00	37,181.92	.00	174,382.84	1,143,509.16	13%	1,190,947.85
Grand Totals	\$0.00	\$0.00	\$0.00	\$78,299.91	\$0.00	\$277,384.04	(\$277,384.04)		\$200,431.25

BUDGET STATUS REPORT - UNAUDITED

Brown County  
Sheriff's Office  
Budget Status Report

	Amended Annual Budget	YTD Actual	% Used/ Received
Personnel Costs	29,727,567	9,352,107	31.5%
Operating Expenses	10,874,494	3,870,623	35.6%
Outlay	556,826	380,659	68.4%
Property Taxes	30,822,993	10,274,331	33.3%
Intergovernmental Revenue	7,464,526	2,327,251	31.2%
Public Charges	2,109,221	634,786	30.1%
Miscellaneous Revenue	514,147	85,284	16.6%
Other Financing Sources	248,000	*	0.0%

Incl. Sheriff's Office and DARE fund combined

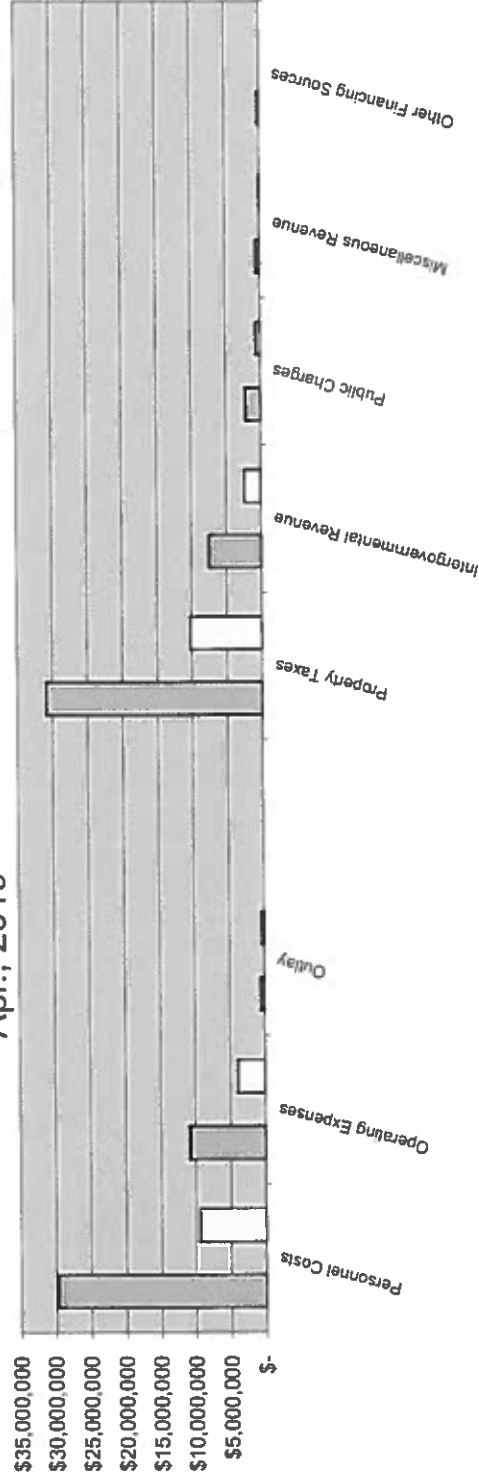
HIGHLIGHTS:

Expenses: Overall expenses were at 33% of budget, which is about where they would be expected to be at this point in the year. Outlay is at a higher percentage because those items are purchased earlier in the year. Personnel costs are a bit under but that is expected because wages are not accrued during the year.

Revenues: Overall revenues were at 32% of budget. While some revenues such as Jail boarding and police services contracts are accrued monthly, some large revenues tend to come in later in the year and are not accrued.

Sheriff's Office -  
Apr., 2019

Amended Annual Budget YTD Actual





# Sheriff's Office - Budget by Account Classification

## Report

Through 04/30/19

Prior Fiscal Year Activity Included

Account Classification Fund 100 - General Fund

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD	Transactions	YTD Budget - YTD	% Prior Year Total
<b>REVENUE</b>									
Property taxes	30,822,993.00	.00	30,822,993.00	2,568,582.74	.00	10,274,330.96	20,548,662.04	33	30,142,288.00
Intergov Revenue	7,053,146.00	411,380.00	7,464,526.00	747,542.06	.00	2,327,250.78	5,137,275.22	31	7,198,613.31
Public Charges	2,107,221.00	.00	2,107,221.00	176,522.39	.00	632,686.04	1,474,534.96	30	2,169,714.42
Miscellaneous Revenue	336,405.00	3,365.00	339,770.00	39,816.10	.00	84,284.06	255,485.94	25	336,796.25
Other Financing Sources	248,000.00	.00	248,000.00	.00	.00	.00	248,000.00	0	916,554.86
<b>REVENUE TOTALS</b>	<b>\$40,567,765.00</b>	<b>\$414,745.00</b>	<b>\$40,982,510.00</b>	<b>\$3,532,463.29</b>	<b>\$0.00</b>	<b>\$13,318,551.84</b>	<b>\$27,663,958.16</b>	<b>32%</b>	<b>\$40,763,966.84</b>

<b>EXPENSE</b>									
Personnel Costs	29,446,150.00	112,000.00	29,558,150.00	2,281,801.06	.00	9,327,392.02	20,230,757.98	32	31,129,712.98
Operating Expenses	10,785,466.00	82,068.00	10,867,534.00	929,251.90	7,843.95	3,863,682.63	6,996,007.42	36	10,093,420.45
Outlay	336,149.00	220,677.00	556,826.00	344,158.98	87,539.29	380,658.98	88,627.73	84	457,390.11
<b>EXPENSE TOTALS</b>	<b>\$40,567,765.00</b>	<b>\$414,745.00</b>	<b>\$40,982,510.00</b>	<b>\$3,555,211.94</b>	<b>\$95,383.24</b>	<b>\$13,571,733.63</b>	<b>\$27,315,393.13</b>	<b>33%</b>	<b>\$41,680,523.54</b>

Fund 100 - General Fund Totals									
<b>REVENUE TOTALS</b>	<b>40,567,765.00</b>	<b>414,745.00</b>	<b>40,982,510.00</b>	<b>3,532,463.29</b>	<b>.00</b>	<b>13,318,551.84</b>	<b>27,663,958.16</b>	<b>32%</b>	<b>40,763,966.84</b>
<b>EXPENSE TOTALS</b>	<b>40,567,765.00</b>	<b>414,745.00</b>	<b>40,982,510.00</b>	<b>3,555,211.94</b>	<b>95,383.24</b>	<b>13,571,733.63</b>	<b>27,315,393.13</b>	<b>33%</b>	<b>41,680,523.54</b>
<b>Fund 100 - General Fund Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$22,748.65)</b>	<b>(\$95,383.24)</b>	<b>(\$253,181.79)</b>	<b>\$348,565.03</b>		<b>(\$916,556.70)</b>

Fund 150 - DARE									
<b>REVENUE</b>									
Property taxes	.00	.00	.00	.00	.00	.00	.00	.00	.00
Intergov Revenue	.00	.00	.00	.00	.00	.00	.00	.00	.00
Public Charges	2,000.00	.00	2,000.00	300.00	.00	2,100.00	(100.00)	105	3,220.02
Miscellaneous Revenue	174,377.00	.00	174,377.00	.00	.00	1,000.00	173,377.00	1	102,939.87
Other Financing Sources	.00	.00	.00	.00	.00	.00	.00	.00	.00
<b>REVENUE TOTALS</b>	<b>\$176,377.00</b>	<b>\$0.00</b>	<b>\$176,377.00</b>	<b>\$300.00</b>	<b>\$0.00</b>	<b>\$3,100.00</b>	<b>\$173,277.00</b>	<b>2%</b>	<b>\$106,159.89</b>
Personnel Costs	169,417.00	.00	169,417.00	7,311.46	.00	24,715.40	144,701.60	15	100,444.28
Operating Expenses	6,960.00	.00	6,960.00	1,166.93	.00	6,940.82	19.18	100	1,650.61
<b>EXPENSE TOTALS</b>	<b>\$176,377.00</b>	<b>\$0.00</b>	<b>\$176,377.00</b>	<b>\$8,478.39</b>	<b>\$0.00</b>	<b>\$31,656.22</b>	<b>\$144,720.78</b>	<b>18%</b>	<b>\$102,094.89</b>

Fund 150 - DARE Totals									
<b>REVENUE TOTALS</b>	<b>176,377.00</b>	<b>.00</b>	<b>176,377.00</b>	<b>300.00</b>	<b>.00</b>	<b>3,100.00</b>	<b>173,277.00</b>	<b>2%</b>	<b>106,159.89</b>
<b>EXPENSE TOTALS</b>	<b>176,377.00</b>	<b>.00</b>	<b>176,377.00</b>	<b>8,478.39</b>	<b>.00</b>	<b>31,656.22</b>	<b>144,720.78</b>	<b>18%</b>	<b>102,094.89</b>
<b>Fund 150 - DARE Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$8,178.39)</b>	<b>\$0.00</b>	<b>(\$28,556.22)</b>	<b>\$28,556.22</b>		<b>\$4,065.00</b>

Grand Totals									
<b>REVENUE TOTALS</b>	<b>40,744,142.00</b>	<b>414,745.00</b>	<b>41,158,887.00</b>	<b>3,532,763.29</b>	<b>.00</b>	<b>13,321,651.84</b>	<b>27,837,235.16</b>	<b>32%</b>	<b>40,870,126.73</b>
<b>EXPENSE TOTALS</b>	<b>40,744,142.00</b>	<b>414,745.00</b>	<b>41,158,887.00</b>	<b>3,563,690.33</b>	<b>95,383.24</b>	<b>13,603,389.95</b>	<b>27,460,113.91</b>	<b>33%</b>	<b>41,782,618.43</b>
<b>Grand Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$30,927.04)</b>	<b>(\$95,383.24)</b>	<b>(\$281,736.01)</b>	<b>\$377,121.25</b>		<b>(\$912,491.70)</b>

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19-048

## BUDGET ADJUSTMENT REQUEST

CategoryApproval Level

- ☐ 1 Reallocation from one account to another in the same level of appropriation Dept Head
- ☐ 2 Reallocation due to a technical correction that could include:  
     • Reallocation to another account strictly for tracking or accounting purposes  
     • Allocation of budgeted prior year grant not completed in the prior year Director of Admin
- ☐ 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation County Exec
- ☐ 4 Any change in appropriation from an official action taken by the County Board (i.e., resolution, ordinance change, etc.) County Exec
- ☐ 5 a) Reallocation of up to 10% of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts). Admin Comm
- ☐ 5 b) Reallocation of more than 10% of the funds originally appropriated between any of the levels of appropriation. Oversight Comm  
2/3 County Board
- ☐ 6 Reallocation between two or more departments, regardless of amount Oversight Comm  
2/3 County Board
- ☒ 7 Any increase in expenses with an offsetting increase in revenue Oversight Comm  
2/3 County Board
- ☐ 8 Any allocation from a department's fund balance Oversight Comm  
2/3 County Board
- 9 Any allocation from the County's General Fund (*requires separate Resolution*)  
*After County Board approval of the resolution, a Category 4 budget adjustment must be prepared.* Oversight Comm  
Admin Committee  
2/3 County Board

Justification for Budget Change:

This 2019 budget adjustment is to increase grant revenue and related outlay expense to participate in a Homeland Security WEM Tactical Bomb Tech Tool Kit grant (2016-HSW-02A-11558). The grant provides funds for the purchase of six tool kits with assorted items to be used by bomb techs. As lead agency on this grant, Brown County will retain one of the kits and the other five will be distributed to other regional bomb squads. There is no local match required for this grant. All items for the kits are under \$1,000 in unit cost so they are considered supplies, not equipment or outlay.

Fiscal Impact\*: \$39,000

\*Enter \$0 if reclassifying previously budgeted funds. Enter actual dollar amount if new revenue or expense.

<u>Increase</u>	<u>Decrease</u>	<u>Account #</u>	<u>Account Title</u>	<u>Amount</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.074.001.4301	Federal grants	\$39,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.074.001.5300	Supplies & Expense (Brown Co. kit)	\$6,500
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.074.001.5800	Grant expenses (for kits not retained)	\$32,500
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			

## AUTHORIZATIONS

Ed Delaney  
 Signature of Department Head

Department: Sheriff

Date: 5-24-19

[Signature]  
 Signature of DOA or Executive

Date: 5/28/19

19-049

## BUDGET ADJUSTMENT REQUEST

CategoryApproval Level

- ☐ 1 Reallocation from one account to another in the same level of appropriation  
Dept Head
- ☐ 2 Reallocation due to a technical correction that could include:  
Director of Admin
- Reallocation to another account strictly for tracking or accounting purposes
  - Allocation of budgeted prior year grant not completed in the prior year
- ☐ 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation  
County Exec
- ☐ 4 Any change in appropriation from an official action taken by the County Board (i.e., resolution, ordinance change, etc.)  
County Exec
- ☐ 5 a) Reallocation of up to 10% of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts).  
Admin Comm
- ☐ 5 b) Reallocation of more than 10% of the funds originally appropriated between any of the levels of appropriation.  
Oversight Comm  
2/3 County Board
- ☐ 6 Reallocation between two or more departments, regardless of amount  
Oversight Comm  
2/3 County Board
- ☒ 7 Any increase in expenses with an offsetting increase in revenue  
Oversight Comm  
2/3 County Board
- ☐ 8 Any allocation from a department's fund balance  
Oversight Comm  
2/3 County Board
- 9 Any allocation from the County's General Fund (*requires separate Resolution*)  
Oversight Comm  
Admin Committee  
2/3 County Board  
*After County Board approval of the resolution, a Category 4 budget adjustment must be prepared.*

Justification for Budget Change:

This 2019 budget adjustment is to increase grant revenue and related outlay expense to participate in a Wis. DOT/BOTS patrol equipment grant. The grant provides funds for the purchase of two hand-held speed detection devices (one laser, one radar) - to be used by the Patrol Division for traffic safety. There is no local match required for this grant.

Fiscal Impact\*: \$4,000

\*Enter \$0 if reclassifying previously budgeted funds. Enter actual dollar amount if new revenue or expense.

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.074.001.4301	Federal grants	\$4,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.074.001.5300	Supplies & Expense	\$4,000
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			

## AUTHORIZATIONS

Loopy Del  
Signature of Department Head

Department: Sheriff

Date: 5-24-19

[Signature]  
Signature of COA or Executive

Date: 5/28/19



## BROWN COUNTY SHERIFF'S OFFICE

### Key Factor Report

For June 2019 Public Safety Meeting - Data through Apr. 2019 (unaudited)

#### Jail Data:

Average Daily population (including held in other counties and on EMP) - April 2019	748.3
Average Daily population (including held in other counties and on EMP) - Year to Date thru April 2019	757.6
Average Daily population prior year - April 2018	790.4
Average Daily population prior year - Year to Date thru April 2018	815.1
Average Daily number housed in other counties - April 2019	0.2
Average Daily number housed in other counties - Year to Date thru April 2019	6.6
Average Daily number housed in other counties - prior year April 2018	17.9
Average Daily number housed in other counties - prior Year to Date thru April 2018	33.0

#### Overtime Data:

Total Sheriff's Office overtime - April 2019	\$ 104,703.90
Total Sheriff's Office overtime - Year to Date thru April 2019	\$ 410,428.33
Total Sheriff's Office overtime - prior year - April 2018	\$ 100,328.23
Total Sheriff's Office overtime - prior year to Date thru April 2018	\$ 457,645.80
Increase / (decrease) 2018 to 2019 Year to Date	\$ (47,217.47)
Increase / (decrease) percent 2018 to 2019 Year to Date	-10%

BOARD OF SUPERVISORS

Brown County



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BROWN COUNTY  
BOARD OF SUPERVISORS  
GREEN BAY, WISCONSIN

Meeting Date: 12-13-17

Agenda No.: Public Safety

Motion from the Floor

I make the following motion:

Have the District Attorney's office be prepared  
to have a discussion on potential offenses that  
can/could be sent to Municipal court for action.

Signed:

A handwritten signature, likely of Peter J. Burke, written over a horizontal line.

District No.

11

(Please deliver to County Clerk after motion is made for recording into minutes.)

BOARD OF SUPERVISORS

Brown County



BROWN COUNTY  
BOARD OF SUPERVISORS  
GREEN BAY, WISCONSIN

Meeting Date: 04-17-19

Agenda No.: \_\_\_\_\_

Motion from the Floor

I make the following motion:

Have Emergency Management give a  
breakdown on the East River Flood Response.  
at the May 1 Public Safety Comm Meeting.

Signed: \_\_\_\_\_

A handwritten signature in cursive script, appearing to read "Robert D. Burk".

District No. 11

(Please deliver to County Clerk after motion is made for recording into minutes.)



Brown County

PETITIONS AND COMMUNICATIONS FORM  
COMMON COUNCIL  
CITY OF GREEN BAY

County County  
Date of Council Meeting: 4-17-19  
Request of Alderperson Tom DeWarril  
Refer to: Public Safety

Please state clearly the action requested. Requests should be turned in at the City Clerk's Office by 10:00 AM on the Thursday before a Council meeting. For late communications, present this form to the City Clerk after the request is read.

To discuss with possible action  
Regulations for carrying guns into  
Certain County Building Per  
Mike Shea

district Two

John C. Wan

BOARD OF SUPERVISORS

Brown County



BROWN COUNTY  
BOARD OF SUPERVISORS  
GREEN BAY, WISCONSIN

Meeting Date:

May 15, 2019

Committee:

Public Safety, ~~Administration~~, PDET

Motion from the Floor/Late Communication

I make the following motion/late communication:

To ensure that a smooth and detailed integration of improved security at the Brown County Courthouse can be made that is in compliance with Wisconsin Supreme Court Rule 68.06, that the Director of Public Works and Administration work with the Brown County Sheriff on the design, planning, financial resources and implementation of the needed improvements at the courthouse that preserve its character and aesthetics.

Signed:

Jan Bruckey

District No.

14

(Please deliver to County Clerk after motion is made for recording into minutes.)



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Turning  
Brown

Green

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Home > News & Publications > Wisconsin Lawyer > Article

**WISCONSIN** *THE PRACTICE, THE PEOPLE*  
**Lawyer**

THE OFFICIAL PUBLICATION OF THE STATE  
BAR OF WISCONSIN

APRIL VOLUME NUMBER  
2019 92 4

AS I SEE IT

## Improve Courthouse Security: Screen All Visitors

Installing security screening at all Wisconsin courthouse entrances is worth the tradeoffs in cost and convenience.

HON. THOMAS JOHN WALSH



In March 2017, a family court case in Marathon County erupted into a domestic violence incident that led to the death of five people.<sup>1</sup> Two bank tellers were killed, a lawyer who represented the wife was killed, a law enforcement officer lost his life responding to the incident, and the assailant, the husband, was shot in a standoff with police and eventually died. The circumstances of this case demonstrate the danger that can surround family court litigation and human conflict resolution in general.

More specifically, it demonstrates the danger to average members of the community from events that transpire in our state's courthouses. Many courthouse users are well aware of the dangers. In a survey of courthouse users conducted by the State Bar of Wisconsin in 2015, 50 percent of the respondents stated that courthouse security staffing is "less than adequate."<sup>2</sup> This article addresses the current state of courthouse security throughout Wisconsin with a particular focus on screening courthouse visitors at building entrances.

### The Courthouse Security Problem

Courthouses are unique buildings insofar as they are the location into which society invites people who are in conflict with one another. There are, of course, other locations where societal conflict may occur. A person may lose his or her temper at the county treasurer's office when paying taxes that are deemed too high. A parent may become outraged at the child support office when making a monthly payment that is seen as unreasonable. Courthouses, however, are different.



**Thomas J. Walsh,**  
Hamline 1992, is a  
Brown County Circuit  
Court judge.

When implementing screening at the entrance to his county's courthouse in 2017, the Winnebago County Sheriff expressly recognized that difference. His comments reflected that the courthouse can be the setting of the worst days of people's lives.<sup>3</sup> "It's an emotionally charged environment; people's lives are being changed forever...."<sup>4</sup> He went on to state that "[t]here's a lot of emotion, and that's really why the courthouse is different (from other public buildings)."<sup>5</sup> If you

have a dispute with your neighbor, your spouse, or a total stranger, society expects you to resolve it in the

Live 1

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courthouse if you cannot resolve it among yourselves through peaceful discourse. No other public building serves that purpose.

Besides these disputants, other people come to the courthouse as a result of its peculiar status as a forum for conflict. Private citizens are ordered to come to the courthouse for jury duty and are not permitted to refuse even if they are concerned for their safety. Other individuals are subpoenaed to serve as witnesses in court cases and must appear or face sanctions for contempt of court. Perhaps they observed some event that is the subject of a dispute or perhaps they are experts who interacted with a party in some professional capacity. They are not permitted to avoid attendance at a court hearing if they believe their safety is at risk.

Some people, including school children, come to the courthouse simply to observe or learn about how our justice system works. Although these people have a choice whether to enter the courthouse, they do not invite violence upon themselves just by entering the building. Thus, the issue of courthouse security is not one that merely involves protecting judges and lawyers; it is an issue of public safety for the whole community.

Although conventional wisdom would suggest that smaller, more rural counties would not need to be as concerned about these problems given their "small-town" atmosphere where nearly every person knows everyone else, these issues need to be addressed no matter the size or composition of the community.

The Cook County, Minn., courthouse is located in Grand Marais, population 1,359. In 2011, criminal defendant Daniel Schlien was convicted of third-degree criminal sexual conduct involving a 15-year-old girl.<sup>6</sup> Schlien was in a conference room in the Cook County Courthouse with his lawyer and his mother discussing possible sentences when he got up and excused himself from the room. He went back into the courtroom, pulled out a gun and shot the prosecutor, Timothy Scannell; a trial witness, Gregory Thompson; and the courtroom bailiff, Gary Radloff. All three victims were hospitalized and all three survived. Yet, the fact that such an incident can occur in such a remote, small community illustrates that random acts of courthouse violence can happen not only in big cities such as Milwaukee or Madison but in any community in this state.

These stories are not the only ones. Violence in state courts is a problem throughout the United States and it is growing.<sup>7</sup> There is no perfect solution. Most courthouses have armed officers either walking the halls or available on short notice. Further, many courthouses have cameras that, from a central location, can see anything that goes on in the courthouse. There may also be emergency buttons available in courtrooms to request assistance with security or emergency shooter procedures put in place with training for staff. But in the time it takes for an armed guard to run down the corridor of a courthouse to the scene of a shooting, a person bearing a weapon can harm members of the public and even cause loss of life. This simply is not good enough.

#### Implementing Courthouse Screening

In some respects it is difficult to gauge the success of screening at courthouse entrances because there is never the opportunity to learn what the result would have been if screening had not been in place. However, in Wisconsin the implementation of courthouse screening has shed some light on this question.

For example, within only one week after implementing courthouse entrance screening, Winnebago County law enforcement officers had uncovered knives as well as gun holsters, indicating that visitors left their guns outside.<sup>8</sup> Sheboygan County installed screening equipment at the end of 2018. Since that time the screeners have confiscated items including knives, bullets, pepper spray, brass knuckles, and even fireworks.<sup>9</sup> Before screening was implemented at the door of the Sheboygan County Courthouse, those items would have been circulating in the hallways and courtrooms. While we do not know if they would have been used, we do know that preventing them from coming in ensures that they will not be used. Thus, dangerous implements are coming to the doors of Wisconsin's courthouses, and screening inside is interdicting many of those implements.

The issue of courthouse security is not one that merely involves protecting judges and lawyers; it is an issue of public safety for the whole community. ”

Although the Wisconsin Supreme Court has no legislative authority and no money to implement its wishes, the court is charged with overseeing the Wisconsin court system and has weighed in on this problem. In 2010 it implemented a supreme court rule for all Wisconsin courts that states as follows:

"A court facility should have a single entrance with appropriate screening mechanisms in place to screen persons, carry-in items and packages. Screening stations should be equipped with a magnetometer, x-ray for packages and carry-in items, duress alarms and video surveillance."<sup>10</sup>

This policy was set in place with respect to all courthouses in Wisconsin in which state court cases are actively heard.<sup>11</sup>

A brief survey of all Wisconsin counties broke down compliance with this supreme court rule into three categories: full compliance with perimeter screening, walk-through magnetometers available, and other. The "other" category, discussed below, includes various stages of compliance with the directive.

The survey asked the district administrator for each of Wisconsin's nine judicial districts to indicate in which category their counties fell.<sup>12</sup> Of the 72 counties in Wisconsin, only 31 have implemented full-time screening at the courthouse entrance as required by the supreme court. It is interesting to note that heavily populated as well as sparsely populated counties are included on this list. In 26 counties, walk-through magnetometers are available on an as-needed basis. Fifteen counties fit into the "other" category and have some sort of hand-held device or wand if requested.<sup>13</sup> See sidebar.

#### Three Levels of Compliance with Wisconsin Supreme Court's Security Rule

In 2010 the supreme court implemented a security rule for all Wisconsin courts. A survey conducted in 2019 asked the district administrator for each of Wisconsin's nine judicial districts to indicate in which of three categories their counties fell.

##### Full Compliance with Perimeter Screening

Of the 72 counties in Wisconsin, only 31 have implemented full-time screening at the courthouse entrance as required by the supreme court: Milwaukee, Kenosha, Racine, Walworth, Jefferson, Ozaukee, Washington, Waukesha, Dodge, Fond du Lac, Green Lake, Marquette, Sheboygan, Winnebago, Dane, Green, Rock, Columbia, La Crosse, Monroe, Trempealeau, Juneau, Jackson, Clark (daily screening for courtroom area, but not entire courthouse), Door, Outagamie, Marathon, Vilas, Portage, St. Croix, Polk.

##### Walk-through Magnetometers Available

In 26 counties, walk-through magnetometers are available on an as-needed basis: Calumet, Manitowoc, Sauk, Marinette, Oconto, Waupaca, Brown, Adams, Florence, Forest, Iron, Langlade, Lincoln, Shawano, Menominee, Oneida, Price, Taylor, Barron, Douglas, Dunn, Sawyer, Bayfield, Eau Claire, Rusk, and Chippewa.

##### Other (Various Stages of Compliance)

The following counties fit into the "other" category and have some sort of hand-held device or wand if requested: Waushara, Lafayette, Buffalo, Crawford, Grant, Iowa, Pepin, Pierce, Richland, Vernon, Kewaunee, Wood, Ashland, Burnett, and Washburn.

The counties that have implemented screeners tend to be the ones with larger populations or with newer buildings. Of the 12 most populous Wisconsin counties, only Brown County does not screen visitors at the courthouse entrance.<sup>14</sup> Older buildings with historic significance are often more difficult to retrofit than buildings made to accommodate entrance screening. One issue that may ultimately face the counties that do not implement the supreme court's policy is whether their liability increases for any violence that does occur in their courthouse, given that the supreme court has put them on notice of the need to be proactive.

Brown County is the fourth largest county in Wisconsin by population and is an outlier among highly populated counties. Brown County has had a difficult time implementing such a screening system in its courthouse. When a county seeks to move in the direction of courthouse screening, the first step is often a request to have the U.S. Marshals Service review the security situation in the courthouse. This helps build public support for the process.

To that end, one study of the Brown County Courthouse conducted by the U.S. Marshals Service recommended that "[p]ublic access to the Courthouse should be limited to entrance access at the north first floor doors of the old courthouse."<sup>15</sup> Thus, access should be limited to one access point. The Marshals further recommended that "[t]he public entrance should be equipped with a magnetometer and x-ray machine."<sup>16</sup> That study was conducted in 1992 but did not garner enough support publicly or politically and was not implemented at the time. Later studies by the U.S. Marshals Service, including one that was completed in 2016, also recommended limiting access points and screening visitors entering the courthouse. Again, the movement for screening at the courthouse entrance did not gather enough support and was not implemented.

In February 2018, Brown County commissioned a private-sector study of the courthouse, which was conducted by Dewberry. That study, completed in May 2018, resulted in recommendations for three different alternatives, depending on the level of spending desired. All three alternatives, however, included limiting access to one entrance and screening visitors, which is consistent with the supreme court rule. As this article goes to print, county committees are still considering this study. If nothing else, the experience of Brown County demonstrates that the topic is difficult to garner a consensus on and to implement.

Positions advanced against screening at courthouse entrances are similar across the state. A common concern is that installing screening equipment virtually closes the courthouse to the general public. Although screening visitors is certainly more restrictive than not doing so, the courthouses that screen visitors are not

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"closed." Visitors are still very welcome and can still come in as often they did before. The only difference is that they can no longer bring in weapons. Everyone who visits can be safe from the use of weapons.

Along this same line is the sense of intimidation or fear or the feeling that a visitor's personal privacy is being invaded when going through screening at the courthouse. Airport security raises similar concerns among many people who fly. These concerns need to be taken seriously and addressed by those undertaking the screening.

There is also an expense to taxpayers for installing and operating security screening. If there is no prior history of violent acts occurring in the courthouse, the cost of implementation might not seem justified. Scanning equipment and metal detectors can be expensive, and the costs to pay the staff needed to run them can also be high for the community and the taxpayers.

These arguments are legitimate. The problem, however, is that weighing these concerns against the possibility of an act of violence that might or might not take place, such as the one in Grand Marais, is difficult at best. Such an event may result in public support for screening, but it is preferable to implement screening before such an event and thereby possibly prevent serious injury or save lives.

There are other reasons given in opposition to this type of screening. Older courthouses, such as the Brown County Courthouse, often are architecturally unique buildings and are virtually works of art in and of themselves. Some people oppose courthouse screening because it might impair the appearance of these older courthouses. However, to the extent that beauty should be put before safety, planning an appropriate way to implement screening can preserve the character of a building and make it safer.

For example, the Winnebago County Courthouse, more than 75 years old, is on the state's historical register.<sup>17</sup> The county board chose to have a separate portico built onto the back entrance of the courthouse, to accommodate the screening equipment and personnel. Thus, no aspect of the old building needed to be changed. Ironically, Winnebago County, like Brown County, struggled to gain support from politicians for the security upgrades. Plans for the additional portico had been in existence since 1953, and the Winnebago County Board had rejected implementation of screening protocols in 2001.

Marathon County, the site of the tragic events of March 2017, ultimately implemented screening at the entrance to its courthouse on Aug. 9, 2017.<sup>18</sup> Planning began in April 2017, shortly after the shootings. The Marathon County board of supervisors, like the Brown County board of supervisors, received a report from the U.S. Marshals Service. The county board's public safety committee then directed the Sheriff's Department and administrative staff to implement the plan.

As in Winnebago and Brown counties, Marathon County had the challenge of dealing with an older building that was not designed for such a process. The result was a plan "that provides for a single point of entry and individual screening, similar to what you might see at an airport – however, you shouldn't have to take off your shoes."<sup>19</sup> The design "provides for sophisticated weapons screening, while continuing to ensure that Marathon County's Courthouse remains fully accessible to everyone."<sup>20</sup>

Since implementation, Marathon County screeners have confiscated 1,983 knives, 148 canisters of pepper spray, 2 loaded firearms, 20 rounds of ammunition (in addition to the loaded firearms), 1 firearm component, 15 impact weapons, 18 pieces of drug paraphernalia, 2 items containing illegal drugs, and 502 other prohibited items, such as scissors, handcuff keys, and alcohol beverages.<sup>21</sup> This in a central Wisconsin city with a population of slightly higher than 39,000.

A number of courthouses in Wisconsin, including in Brown County, have portable metal detectors that can be brought in for high-profile cases or other matters that might raise a risk of violence. A disadvantage of this approach is that someone needs to decide when the metal detectors are needed because of increased risk. There is no way for anyone – the judge, the sheriff, the bailiff, or the lawyers – to know with any certainty when violence is going to occur. Often, family court cases that are before a family court commissioner have the potential to be powder kegs. There is rarely enough information available regarding the parties to know who will snap and when. Further, even if that risk could be known, it only protects the specific courtroom and not the public areas. These alternatives, screening on the cheap, do not make sense in light of the problems faced in courthouses.

#### Sharing the Courts, Sharing the Responsibility

Securing courthouse entrances can be expensive. For example, the addition to the Winnebago County Courthouse cost taxpayers approximately \$1.1 million.<sup>22</sup> Even without an entirely new addition on a courthouse, security equipment can include such items as magnetometers, wands, x-ray machines, closed-circuit television (CCTV) camera systems, and duress and intrusion alarms.<sup>23</sup> This does not include staff costs for operating the equipment.

These systems can be costly but are essential pieces to an entryway screening system. Local officials around the country have been very creative when obtaining the funding for such equipment. "Some have gained the required funding through federal and state grants, Homeland Security funds, filing fees, asset-forfeiture programs and mutual-aid collaborations."<sup>24</sup> Used but still completely operational equipment also is sometimes available from federal sources.

When considering funding, it is also important to remember that the Wisconsin court system is a hybrid system. That is, the counties own and maintain the courthouses, while the state of Wisconsin employs the judges. The court reporters working for the judges are employed by the state, but the clerks and the other staff in the various courthouses work for the county. The state of Wisconsin administers the court system and, of course, the Wisconsin Supreme Court sits atop the entire third branch of the state government.

Given this joint obligation for the functioning of Wisconsin's court system, it seems as if responsibility for securing the safety of the state's courthouses would fall to both state and local governments. It is the very function of the state court system to cause all of the various people to be in the courthouse. It is the state-employed judges who enter the orders requiring individuals to come to court for jury duty, court hearings, and trials. Surely some of the responsibility for screening the people should rest with the state of Wisconsin.

At the same time, the counties own and manage the various courthouses and allow them to be used for the purposes discussed above. With a reasonable bit of effort, Wisconsin could ensure that all of its courthouses are equipped with appropriate screening equipment. Failure to do so for financial reasons could end up being costly to the public's well-being.

#### Conclusion

It will never be possible to eliminate all acts of violence in a courthouse. Nor will courthouse security stop all acts of violence related to judicial system issues. Thus, although the tragedy in Wausau would not have been prevented by further courthouse screening, that incident does remind us that violence can go hand in hand with many of the complex issues that are contested in the courthouse. Courthouses are the focal point of that conflict.

Security officials must always work to keep one step ahead of perpetrators who plan their acts of violence. Tragedies such as the one in Wausau demonstrate that we must take reasonable steps to prevent acts of violence, especially in courthouses. Screening at the entrance of every courthouse in the state is one such step.

The Wisconsin Legislature must take a more active role in insisting that the buildings in which the Wisconsin judiciary works are safe for those who work there and those who visit. At the county level, elected and appointed officials must commit financial resources to strengthen these buildings and augment the safety of the people who come to them. Too many people in this state are forced to come to courthouses that are not made appropriately safe according to best practices.

#### Endnotes

<sup>1</sup> Alison Dirr & Andy Thompson, *When Domestic Violence Becomes a Public Risk*, Green Bay Press-Gazette, 1A (March 27, 2017).

<sup>2</sup> Dianne Molvig, *Court Funding: Security at Risk*, 89 Wis. Law. 14 (Jan. 2016). Fifty-eight percent of judges felt security staffing was inadequate, as did 62 percent of administrators and 43 percent of lawyers.

<sup>3</sup> Nathaniel Shuda, *Winnebago County Ramps up Courthouse Security*, Post Crescent, 1B (May 7, 2017).

<sup>4</sup> *Id.*

<sup>5</sup> *Id.*

<sup>6</sup> *Courthouse Shooting Reveals Darker Side of Grand Marais*, Duluth News Tribune (Feb. 28, 2012).

<sup>7</sup> See generally Timm Fautsko, Steve Berson & Steve Swensen, *Courthouse Security Incidents Trending Upward: The Challenges Facing State Courts Today*, Nat'l Ctr. State Courts (2012).

<sup>8</sup> Shuda, *supra* note 3, at 1A.

<sup>9</sup> Ben Handelman, *New Metal Detectors at Sheboygan County Courthouse Uncovers Knives, Bullets, Fireworks*, fox6now.com (Jan. 3, 2019).

<sup>10</sup> Wis. SCR 68.06(2)(a).

<sup>11</sup> The federal government has already implemented visitor screening at the doors of federal courthouses.

<sup>12</sup> This survey was conducted in January 2019 and updated in March 2019 by the Eighth Judicial District court administrator and requested responses from all other district court administrators. Responses were received from every district.

<sup>13</sup> Wood County is planning to install walk-through magnetometers in the summer of 2019, but funding for staffing of those magnetometers is uncertain. This would move the county from the third category to the second category.

<sup>14</sup> Shuda, *supra* note 3, at 1A.

<sup>15</sup> Dept. of Justice, U.S. Marshal, *Court Security Survey and Assessment Brown County Courthouse 4* (March 1992).

<sup>16</sup> *Id.*

<sup>17</sup> Shuda, *supra* note 3, at 1B.

<sup>18</sup> Lance Leonhard, *New Courthouse Security's Up & Running*, Wisconsin Central Time News (Aug. 22, 2017).

<sup>19</sup> *Id.*

<sup>20</sup> *Id.*

<sup>21</sup> Laura Schulte, *Security Nets Nearly 2,000 Knives at Marathon County Courthouse, Plus Guns and Drugs*, Wausau Daily Herald (Aug. 10, 2018).

<sup>22</sup> *Winnebago County Courthouse Projects Designed to Improve Security, Add Space, The Third Branch*, at 12 (Winter/Spring 2017).

<sup>23</sup> See generally Fautsko et al., *supra* note 7.

<sup>24</sup> *Id.*

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## COMMENT

Municipal courts generally are not located in the county courthouse but convene in various public buildings. All courts share certain basic security concerns. If the committee is considering municipal court security or facilities the committee should consider appointing a municipal judge as a committee member.

### **SCR 68.06 Security: Structure and design.**

(1) A court facility housing courtrooms should have a sectoring system that divides the building into the following 3 types of areas according to the nature of access to them:

- (a) Public areas where the general public has relatively free access.
- (b) Restricted access areas where generally only the following are permitted access: judicial officers, jurors and designated personnel.
- (c) Secure access areas where only prisoners and law enforcement personnel are permitted.

(2) ENTRANCES. (a) *Public Entrance.* A court facility should have a single entrance with appropriate screening mechanisms in place to screen persons, carry-in items and packages. Screening stations should be equipped with a magnetometer, x-ray for packages and carry-in items, duress alarms, and video surveillance.

(b) *Restricted Access Entrance.* All judicial officers and designated personnel should enter through a secure and separate entrance equipped with screening the same as the public entrance in sub (1).

(c) Entrances other than the public entrance should be secured and access limited.

## COMMENT

Any new court facility should incorporate sectoring principles if it is to provide the most basic security that can be attained through structural design. Existing facilities present a wide range of structural variations that create obstacles to the use of sectoring principles. However, in many existing courthouses there are opportunities to achieve some sectoring that will improve security. In addition, remodeling projects undertaken for non-security purposes offer cost-efficient opportunities to enhance the overall sectoring of a courthouse.

Secure prisoner transport and holding areas eliminate any prisoner interaction with the public until they are in a courtroom and are critical to the safety of the public, court staff, and the prisoners themselves. The need for an area where attorneys can meet with their clients should be considered in the design.

(3) COURTROOMS. A courtroom should be constructed to include all of the following:

(a) A single public entry that accommodates a security checkpoint for use as needed.

(b) Entrances for judges and court staff that are adjacent to the bench and entrances for jurors that are as close to the jury box as possible.

(c) Other access to the courtroom, such as windows or maintenance access, that inhibits unauthorized entry.

(d) A judge's bench should be of a size and height to deter physical attacks, shall have a built-in bullet-resistant barrier of the highest threat level, and should provide a direct sight line to the public entrance.

(e) Court reporter and clerk stations shall be equipped with a built-in bullet-resistant barrier of the highest threat level.

(f) Lighting panels that are located in areas where only court staff have access to them.

(g) Lighting that enhances safety and is supported by an emergency power source.

(h) A clear separation between the spectator area and the area used by the participants in court proceedings.

### COMMENT

Courtrooms have often been the site of violent and tragic incidents, and their design is an important aspect in preventing such occurrences. The personnel and equipment standards in this rule are also integral parts of the overall security strategy. In the American system of justice, most court proceedings are public and security concerns cannot unreasonably interfere with this principle. However, a design that ensures the opportunity for proper screening of those who enter the courtroom and the proper physical arrangement of those present will create a safer setting in which citizens may exercise their right to participate in or observe public judicial proceedings. A single public entrance to the courtroom makes it easier to screen those who enter, though building codes may require that there be a second means of egress from the courtroom. Construction of courtrooms without windows reduces the security threat from outside the building. When windows are included in courtroom design, care should be taken to shield courtroom participants from outside view.

Because judges are the official representatives of the judicial system, they have often been the targets of violence. Attacks on judges also endanger those working closest to them. A bullet-resistant barrier should be installed in every courtroom to provide a place of increased protection in the event a weapon is displayed. The separation between spectator area and the participants' area should be sufficient to prevent spectators' physical contact with attorneys, litigants and jurors and to ensure the privacy of conversations between attorneys and their clients. If a courtroom is used for proceedings which frequently draw an audience of hostile or contentious individuals, consideration should be given to erecting a physical barrier to the well area which permits spectators to hear and see the proceedings but not to have physical access to the litigation well.

(4) A jury deliberation room should be located where the public cannot have contact with jurors as they move to and from the courtroom and should be designed to ensure their safety and the secrecy of their deliberations.

### COMMENT

Because of the importance of their impartial deliberations, jurors must be safeguarded from those who would seek to intimidate or engage in reprisals. The secrecy of jury deliberations must be guaranteed. Each committee should consider adopting policies on protecting jurors following a trial, juror parking and other matters affecting juror safety.

5) Any court facility used for court commissioner hearings should be designed in a manner that incorporates the security principles set forth in sub. (3).

#### COMMENT

The extent to which court commissioners are used varies widely from county to county. In a county where a court commissioner handles criminal and traffic, divorce, small claims or juvenile proceedings, the dangers present while doing so are similar to those facing judges in their courtrooms. All too often, court commissioners are called upon to perform their roles in small, crowded rooms where they are in close proximity to litigants, witnesses and spectators, as well as to attorneys and judicial staff. The dangers must be recognized and reflected in the design of these areas.

The design of court commissioner hearing rooms and office areas and the types of security personnel and equipment needed should be considered by each committee, using the features of courtroom security for guidance and as a measurement in assessing their adequacy.

(6) A secure room in close proximity to locations where criminal, family, juvenile or domestic violence proceedings are conducted should be provided for victim and child witnesses waiting to appear in such proceedings. Child and adult victims and witnesses shall be separated from alleged juvenile or adult offenders, their friends and family members.

#### COMMENT

This standard is a reflection of the statutory directives in ss. 950.04(1v)(e), 938.2965, and 967.10(2), stats.

#### **SCR 68.07 Security: Personnel.**

(1) COURTROOM. There should be no fewer than two sworn officers in each courtroom and each court commissioner hearing room when court is in session. The judicial officer may expressly direct otherwise.

(2) PUBLIC ENTRANCE STAFFING. The public entrance should be staffed by at least one sworn officer, armed with a triple retention holster and access to law enforcement band radio and other qualified court security officers as necessary. At least one sworn officer should be available to patrol the public areas and assist with public entrance staffing as needed.

#### COMMENT

The presence of sworn officers serves as a deterrent to violent outbursts and provides the ability to respond to incidents that may arise. In this respect, the open and obvious presence of uniformed officers is an example of basic court security principles designed to deter those intent on harm, detect those who have breached security and limit the damage caused by the breach. It is impossible to predict the type of case that might lead to a violent incident. Therefore, it is essential to provide court security for all types of cases. The National Center for State Courts' Steps to Best Practices for Court Building Security (2010) considers the presence of sworn officers at the public entrance an extremely important area of security that provides a foundation for the implementation of additional security measures throughout the court facility.



**BROWN COUNTY  
BOARD OF SUPERVISORS  
COURT HOUSE  
GREEN BAY, WISCONSIN**

**BROWN COUNTY BOARD OF SUPERVISORS**

Meeting Date: Public Safety  
Agenda No. : \_\_\_\_\_

Motion from the Floor

I make the following <sup>communication</sup> ~~motion~~: To review the billing  
practices for campaign steps.

Signed: Meghan Brater  
District No.: 8th

(Please deliver to the County Clerk after the motion is made for recording into the minutes.)